



## **Town of Arlington Board of Selectmen**

### **Meeting Agenda**

October 5, 2015

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

#### **CONSENT AGENDA**

1. Minutes of Meetings: August 17, 2015; September 21, 2015
2. Request: Special (One Day) Beer & Wine License, 10/14/15 @ Regent Theatre for 'Monty Python & the Holy Grail 40th Anniversary Screening'  
Kevin Wayne Spinney, Spinney Productions
3. Request: Special (One Day) Beer & Wine License, 10/15/15 @ Regent Theatre for 'Reel Rock 10 Film Tour'  
Mary Bonaparte-Cerone, MBC Productions
4. Request: Special (One Day ) Beer & Wine License, 10/20/15 @ Robbins Memorial Town Hall Auditorium for 'Taste of Arlington'  
David Swanson, Arlington Chamber of Commerce
5. Request: Special (One Day ) Beer & Wine License, 10/24/15 @ Robbins Memorial Town Hall Auditorium for a Private Wedding  
Patsy Kraemer
6. Request: Permit for Veterans' Day Parade, Wednesday, November 11th  
Jeffrey A. Chunglo, Director of Veterans' Services

#### **APPOINTMENTS**

7. Board of Youth Services  
Michael Ginns  
(term to expire 6/30/2017)  
  
Justine Bloch  
Hannah Simon  
(terms to expire 1/31/2019)
8. Open Space Committee  
John Pickle  
(term to expire 1/31/2019)
9. Master Plan Implementation Committee  
Charles Kalauskas  
Ralph Willmer  
(terms to expire 1/31/2019)

### **LICENSES & PERMITS**

10. Request: All Alcohol License update of New Officer/Director  
Not Your Average Joe's, 645 Massachusetts Avenue, Christine MacDonald

### **CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM**

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

### **TRAFFIC RULES & ORDERS / OTHER BUSINESS**

11. For Approval: Sec. 19 Ethics Disclosure of Brian Hasbrouck  
Douglas W. Heim, Town Counsel
12. For Approval: Draft Correspondence to Mass. Housing re: Mugar 40B  
Douglas W. Heim, Town Counsel

### **CORRESPONDENCE RECEIVED**

Mary Street Rush Hour Traffic Issues  
Sarah Harris, 83 Mary Street

### **NEW BUSINESS**

### **EXECUTIVE SESSION**

Next Scheduled Meeting of BoS October 19, 2015



## **Town of Arlington, Massachusetts**

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**Minutes of Meetings: August 17, 2015; September 21, 2015**

**ATTACHMENTS:**

| Type                 | Description                      |
|----------------------|----------------------------------|
| ▣ Reference Material | August 17, 2015 draft minutes    |
| ▣ Reference Material | September 21, 2015 draft minutes |

TOWN OF ARLINGTON  
BOARD OF SELECTMEN

Meeting Minutes  
Monday, August 17, 2015  
7:15 PM

Present: Mr. Greeley, Chair, Mrs. Mahon, Vice Chair, Mr. Dunn, Mr. Byrne and Mr. Curro, Jr.  
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Sullivan.

Chairman Greeley requested a moment of silence in memory of Catherine Malatesta, an Arlington High School honors student, who passed away on August 2 at age sixteen.

**CONSENT AGENDA**

1. Minutes of Meetings: July 13, 2015
2. Reappointment: Zoning Board of Appeals  
Suzanne Rivitz Spinney  
(term to expire 10/1/2017)
3. Request: One Day Beer & Wine License, 9/12/15, for 2<sup>nd</sup> Annual Moonlight Beach Party @ the  
Arlington Reservoir  
Joe Connelly, Director of Recreation  
Jennifer Rothenberg, Park Commissioner
4. For Approval: Arlington Center for the Arts 16th Annual Arlington Open Studios; (1) Arts Center to  
be open on Sunday, October 18 from 12:00 p.m. - 5:00 p.m.; and (2) Waiver of "resident only parking"  
restrictions on Tufts and Foster Streets for Saturday, October 17 and Sunday, October 18.  
Pamela Shanley, Arlington Open Studio Director
5. For Approval: Arlington Center for the Arts, Open Studios' Banners  
Linda Shoe maker, Arlington Center for the Arts Executive Director  
Mr. Byrne moved approval. SO VOTED (5-0)

**PUBLIC HEARINGS**

6. Eversource Petition/Massachusetts Avenue  
Richard M. Schifone, Supervisor Rights and Permits (all abutters notified)  
Ms. Duffy reported that it is for the electrical improvement to prevent future outages.  
Mrs. Mahon moved approval. SO VOTED (5-0)
7. Permanent Town Building Committee  
Mr. Greeley  
Robert J. Jefferson, Fire Chief  
(term to expire 6/30/2016)  
Mr. Curro moved approval. SO VOTED (5-0)
8. Council on Aging  
Ann Fitzgerald  
Jill Greenlee  
(terms to expire 6/30/2018)  
Mr. Curro moved approval. SO VOTED (5-0)
9. Vision 2020 Standing Committee  
Mary Harrison

(term to expire 6/30/2016)  
Mr. Byrne moved approval.

SO VOTED (5-0)

Annie LaCourt  
(term to expire 6/30/2017)  
Mr. Dunn moved approval.

SO VOTED (5-0)

Julie Brazile  
(term to expire 6/30/2018)

Ms. Brazile stated that by engaging citizens, sub-committees and working groups it puts more structure in the collaborative part of making V2020 work. She further commented that the advisory board has a student vacancy to fill which they will be working on soon.

Mrs. Mahon moved approval.

SO VOTED (5-0)

10. Zoning Board of Appeals, Associate Members

Joseph Moen, Esq.

(term to expire 10/1/2016)

Patrick J. Quinn

(term to expire 10/1/2017)

Mrs. Mahon stated she appreciated the expertise both candidates bring to the ZBA and asked them going forward to interface more with the Board of Selectmen.

Mr. Byrne moved approval.

SO VOTED (5-0)

**LICENSES & PERMITS**

11. Request: Sidewalk Café Permit and Alteration of Premise

Ristorante Olivio, 201 Massachusetts Avenue, Angelo DiGirolamo

Mr. Curro recommended that Mr. DiGirolamo work with the Planning Department particularly concerning the crosswalk/ramp. Mr. Chapdelaine agreed that the plans should be redrawn with Planning Department approval.

Mr. Dunn moved approval subject to all conditions set forth.

SO VOTED (5-0)

12. Request: Alteration of Premise

Blog LLC, d/b/a Common Ground, 637 Massachusetts Avenue, Bob O'Guin

Mrs. Mahon moved approval subject to all conditions set forth.

SO VOTED (5-0)

13. Request: Food Vendor License

Magic Bites Bakery, 916 Massachusetts Avenue, Antilla Ozkefli

Mr. Ozkefli stated that his European style bakery will offer made from scratch recipes all along with beverages.

Mrs. Mahon moved approval subject to all conditions set forth.

SO VOTED (5-0)

14. Approval: Hackney Carriage License Renewals

Arlex Yellow Cab – Dave Lucker (Dave's Automotive Inc.)

Arlington Veteran's Taxi – Thomas Whelan

Arlmont Transportation Co. – Louis Truscello

Boston Airport Express – Shafan Nath

Boston Ride – Abdullahi Magan

Leo's Taxi – Leo McHugh

Limolex.com/The Good Taxi – Daniel Kalantar

VTs – Michael Antonellis

Yellow Cab Arlex – Ron Bonney

Mr. Dunn moved approval subject to all conditions set forth.

SO VOTED (5-0)

## **CITIZENS OPEN FORUM – SIGN IN PRIOR TO BEGINNING OF OPEN FORUM**

The following matters were presented for consideration of the Board.

Ms. Elaine Ashton, resident of 32 Cliffe Avenue, Lexington, requested that the Town consider clearing the entire reservoir during maintenance. She pointed out that it doesn't make any sense to clean only half and that she would help to get the Lexington Conservation Commission involved because they are abutters.

Mr. Chapdelaine explained that the Lexington position has been one of refusal to contribute to the reservoir upkeep and Arlington has limited resources. Mr. Dunn suggested the Water Bodies group of Vision 2020 may be a resource where monies are replenished yearly through Town Meeting.

Mr. Bob Radochia, resident of 45 Columbia Road, requested that the Board raise the current \$50.00 fee for the café outside seating permit. He also asked that the passage widths on Broadway Plaza and sidewalks around the café outside seating areas be reviewed because of congestion and tightness.

## **TRAFFIC RULES & ORDERS/OTHER BUSINESS**

### 15. For Approval: Handicap Parking Sign Request

Phyllis Rickter, 88 Hemlock Street

Mr. Dunn moved approval.

SO VOTED (5-0)

### 16. Request: Two Accessible Parking Spaces, Maple Street

Carol Kowalski, Director, Department of Planning and Community Development

Mr. Curro moved approval.

SO VOTED (5-0)

### 17. Discussion: Tree Preservation Bylaw for 2016 Town Meeting Warrant

Susan Stamps, Mary Ellen Aronow, Sally Naish

Arlington Tree Committee Members

Ms. Aronow explained that this bylaw would be to promote and care for trees in Town while working alongside with Public Works. Ms. Stamps stated they have a concern with contractors clear cutting lots and that the Town currently has no ability to stop them. She further said that tree cutting is not what the Town of Arlington residents want and is not consistent with goals of the master plan. Ms. Stamps advised this should be done as quickly as possible and asked the board to support and submit this article.

Mrs. Mahon asked: 1) who bears the cost of the certified arborist or would it be the Tree Warden's responsibility and 2) understands it would be for private homes but can it be used in business/commercial such as 40B development? Mr. Heim responded that the answers would require research including Inspectional Services.

Mrs. Mahon would like this article to be applied to everything in Arlington.

Mr. Curro had concern with who is responsible for enforcement and is there a current inventory of trees in Town. He thanked them for their work and all of the information.

Mr. Byrne asked if contractors and developers were involved in the process while expressing concern that this article is overregulating the current process. He also questioned the process for an aggrieved party. Ms. Naish answered that the current appeals process is the ZBA and that this would have to be added to that process. This would also slow or stall the permitting process, which would possibly require more staff.

Mr. Dunn thanked the group for the documentation, but added he had mixed feelings about the article. He feels zoning bylaws in the Town need to be redone and that Town Meeting needs to accept that change first. He believes if one part of zoning bylaw is drawn out then it could upset the needed zoning bylaw changes.

Mr. Dunn compared it to the leaf blower controversy and the responses that resulted. He recommended to the Group that they consider approaching it as a grass root effort.

Mr. Greeley thanked the group for their work and suggested: 1) adding non-construction tree cutting and 2) planting a tree elsewhere in Town or pay money into a fund for tree replacement.

Ms. Deanne Dupont, 32 Oldham Road, spoke in favor of the article stating trees play an important part in water absorption along with changes that affect neighbors in the landscape/hardscape of surrounding properties.

Mr. Larry English, 6 Lantern Lane, spoke in favor of the article stating trees are an important part of choosing a neighborhood and that maintaining the tree canopy is important in a neighborhood. He states it is time now to act – the Town and neighborhoods need to take control.

Town Counsel Heim suggested to the Board that they direct him to work with the Tree Committee on changes to this proposed article including whether it should be a regular bylaw or zoning bylaw and who the enforcing department should be.

There was some discussion as to whether it should be submitted to Annual Town Meeting or to Special Town Meeting. It was agreed more work needed to be done and the Annual Town Meeting would be best.

Mr. Curro moved to have Mr. Heim work with the Tree Committee to develop a more concrete proposal for an article to be submitted by the Selectmen or another board. SO VOTED (5-0)

18. Discussion: Arlington Center on Street Parking Meter Policy

Steven M. Byrne, Selectmen

Mr. Byrne asked the Board to rescind the previous vote on 15 minute free parking due to technical difficulty.

Mrs. Mahon moved to rescind the vote for free 15 minute on street meter parking. SO VOTED (5-0)

19. For Authorization and Approval: Notice of Activities and Uses Limitation for Buzzell Field

Douglas W. Heim, Town Counsel

Mr. Chapdelaine

Mr. Heim requested that the Board vote to approve the execution of the AUL (Activity and Use Limitation) and authorize him to take all steps necessary to record the notice and make requisite filings with EP. This is the last necessary action to be performed in order for the Town to file with the DEP to close-out the site and attest that all necessary actions have been taken to assure the site presents no significant risk to authorize, record and notice. The AUL is a legal restriction on certain activities and uses of Buzzell Field.

Mr. Dunn moved approval.

SO VOTED (5-0)

20. For Discussion and Approval: Board of Selectmen Comments to MassHousing re: Site Approval

Application of Arlington Land realty

Douglas W. Heim, Town Counsel

Mr. Heim discussed and requested approval of the draft comments asking MassHousing to deny the application of Arlington Land Realty. This denial recommendation is based on the review of the Application, personal knowledge of the locus and the immediate neighborhood, including the history of the site; of relevant environmental and infrastructural constraints; and of Arlington's robust and documented planning for affordable housing and growth management to reach two conclusions:

First, the Application fails to satisfy threshold requirements and policies of MassHousing designed to protect the public's interest and properly promote affordable housing. Second, and most importantly, the Application fails to address substantive issues particular to the site in a manner that would give this Board any confidence of the appropriateness of this project. After much discussion by the Selectmen they all agreed supporting the second draft with the change of adding a footnote to the Master Plan/Open Space that was developed well in advance of this application and adding the Rte. 2 flooding situation goes against a transit oriented application plan.

Mr. Byrne moved to authorize the Chair to sign the letter with changes.

SO VOTED (5-0)

21. Goal Setting Update

Adam W. Chapdelaine, Town Manager

Mr. Curro asked that Mr. Chapdelaine add as an organizational goal: recruit, screen and hire a new Deputy Town Manager.

Mr. Byrne moved adoption of goals.

SO VOTED (5-0)

**CORRESPONDENCE RECEIVED**

Westminster Avenue Safety Improvements

Jim Hamilton, 138 Westminster Avenue

Mr. Byrne referred to TAC and Officer Rateau for recommendation.

SO VOTED (5-0)

Amendment to Regional Agreement

David Horton, Secretary, Minuteman School Committee

The amendment, as well as the Town of Wayland withdrawal, will only occur if approved by all sixteen of the current member towns of the district, as well as the Commissioner of Education.

Mr. Dunn reported he went to the August meeting and there was discussion on the lower student population, which will be discussed at a meeting tomorrow morning.

Mr. Curro moved receipt of report.

SO VOTED (5-0)

Opposed to 628-Student School and District Wide Election

Len Simon, Sudbury Board of Selectmen

Victoria Road Traffic Concerns

Liz Bilafer, 15 Victoria Road

Mr. Byrne referred to Officer Rateau for recommendation.

SO VOTED (5-0)

Mrs. Mahon moved receipt of correspondence.

SO VOTED (5-0)

### **NEW BUSINESS**

Mr. Chapdelaine reported that Deputy Manager Andrew Flanagan is leaving to be the new Town Manager of Andover and he will come to a future meeting to say good bye. He explained that the job was posted and a panel assembled including the Human Resource Manager Mrs. Malloy, Comptroller Rich Viscay, School CFO Diane Johnson and a department head to be named. Mrs. Mahon requested that a union representative be considered on the panel.

Mr. Chapdelaine announced Ruthy Bennett has been hired as the Facility Director/Regional Energy Manager.

Mr. Chapdelaine reported that school enrollment is increasing which may lead to utilizing the Gibbs School building-there will be more discussion on this in the future.

Mr. Byrne spoke on being present at fire training at a Dorothy Road address that was donated for training. He remarked on the deep respect he has for fire fighters and the job they do.

Mr. Byrne announced that there are negative ads in the Arlington Advocate against him regarding taxi business. He is part of a Parking Implementation Group who is trying their hardest working on optimal parking utilization in the center area which includes cab stands.

Mrs. Mahon moved to adjourn at 9:45 p.m.

SO VOTED (5-0)

A true record: Attest

Mary Ann Sullivan  
Selectmen's Office

Next Scheduled Meeting of BOS September 21, 2015

8 /17/15

| Agenda Item  | Documents Used  |
|--------------|---|
| 1            | Draft minutes 7.13.2015   |
| 2            | Spinney Reference   |
| 3            | One Day Application   |
| 4            | Request from Arlington Open Studios   |
| 5            | Banner Request Letter   |
| 6            | Engineering recommendation, Eversource request, petition, order for grant of location, map, abutter list and meeting notice, Eversource meeting notice  |
| 7            | Recommendation from Permanent Town Building Committee Appointing Authority<br>Jefferson Letter of Interest and Resume   |
| 8            | Fitzgerald Reference<br>Greenlee Reference  |
| 9            | Harrison Reference<br>LaCourt Reference<br>Brazile Reference  |
| 10           | Request from ZBA to appoint Associate Members<br>Moen Letter of Interest, Resume, Meeting Notice<br>Quinn Resume, Meeting Notice  |
| 11           | Sidewalk application & inspection packet  |
| 12           | ABCC packet   |
| 13           | Food Vendor application & inspection packet   |
| 14           | Hackney License Renewal packets   |
| 15           | Inspections Summary Report, Police memo, Fire memo, Rickter request, meeting notice   |
| 16           | Request from Carol Kowalski   |
| 17           | Memorandum from Tree Committee<br>Comparison of Tree Bylaws by Town<br>Arlington Before and After Pictures<br>Wellesley Tree Bylaws<br>Weston Tree Bylaws<br>Lexington Tree Bylaws<br>Cambridge Tree Bylaws<br>Newton Tree Bylaws |
| 18           | Memo from Selectman Byrne   |
| 19           | Memo from Town Counsel and Notice of Activity and Use Limitation  |
| 20           | 1st Draft Letter<br>2nd Draft Letter<br>Attachments for both drafts and final version<br>Final version of letter as approved by Board at meeting  |
| 21           | FY2016 Goals (red lined)<br>FY2016 Goals for approval   |
| Corr. Recv'd | Police memo, Hamilton correspondence, Meeting Notice<br>Letter from David Horton, Minuteman School Committee<br>Correspondence from Sudbury Board of Selectmen<br>Bilafer correspondence, meeting notice                          |



## **Town of Arlington Board of Selectmen**

### **Meeting Minutes**

September 21, 2015

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

Present: Mrs. Mahon, Vice Chair, Mr. Dunn, Mr. Curro and Mr. Byrne

Absent: Mr. Greeley, Chair

Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka

#### **1. 6:30P.M. Tour of Central Fire Station**

Fire Chief Robert Jefferson conducted a tour of the newly renovated Fire Station for the members of the Board of Selectmen. The Board encourages all residents to see this renovated building - it is something to be really proud of. Mr. Chapdelaine stated the Fire Dept. would be having an Open House on Saturday, Sept. 27th from 9 a.m. to 12 Noon.

#### **2. Update: Arlington Gateway Project**

Andrew P. Flanagan, Deputy Town Manager

Mr. Flanagan presented the Board with a copy of the new signs that would be erected to improve the gateways to Arlington. The signs will be installed at the entrance from Belmont/Route 2 at Pleasant Street, Winchester coming into Arlington at Mystic Street, and at the intersection of the Medford/Somerville /Mystic Valley Parkway entrance into Arlington. Mr. Flanagan stated that the goal is to have signs installed by the end of fall. The Board thanked Mr. Flanagan for his work on this project.

#### **3. Discussion: Farewell to Andrew Flanagan**

Adam W. Chapdelaine, Town Manager, announced that Mr. Flanagan has been named Town Manager of Andover and will be leaving the Town on October 2, 2015. He stated he is very

happy for Andrew, but it is Andover's gain and Arlington's loss. A farewell coffee will be held for Andrew on Friday, October 2nd from 8:30 a.m. to 10:30 a.m., Lyons Hearing Room.

### **CONSENT AGENDA**

4. Minutes of Special Meeting: August 12, 2015
5. Request: Contractor/Drainlayer License  
Express Excavation Inc., Billerica, MA
6. Request: Special (One Day) Beer & Wine License, 9/26/15 @ Regent Theatre for  
'Ultrasonic Rock Orchestra - Classic British Rock Extravaganza'  
Sal Clemente, URO
7. Request: Special (One Day) Beer & Wine License, 10/3/15 @ Regent Theatre for  
'Through the Doors - a Celebration of Jim Morrison and the Doors'  
Bill Perrier, Bottom Line Management
8. Request: Special (One Day) Beer & Wine License, 10/16/15 @ Smith Museum, 7  
Jason Street, for Arlington Historical Society Wine Reception  
George Parsons
9. Request: Special (One Day) Beer & Wine License, 10/23/15 @ Robbins Memorial  
Town Hall Auditorium for the 5th Annual 'Out on the Town Gala' to support the  
Arlington Youth Counseling Center  
Colleen Leger, Arlington Health & Human Services Charitable Corp
10. Request: Parking Restriction Waivers on Tufts and Foster Streets, 2015 - 2016 School  
Year  
Deanne Benson, Head of Lesley Ellis School

Mr. Curro moved approval subject to all conditions as set forth. SO VOTED (4-0)

### **PUBLIC HEARINGS**

11. Request: Theatre License Wine & Malt  
Medford Street Theatre Inc., d/b/a Regent Theatre, 7 Medford Street Leland Stein  
and Richard Stavros  
Mr. Dunn moved approval subject to all conditions as set forth. SO VOTED (4-0)
12. Request: Wine & Malt License  
RJM, Inc., d/b/a Sugo Cucina Italiana, 162 Massachusetts Avenue, Josephine  
Maniscalco and Rudolph Maniscalco

Mr. Dunn moved approval subject to all conditions as set forth. SO VOTED (4-0)

13. Request: Common Victualler and All Alcohol License  
Shanghai 3, Inc., d/b/a Shanghai Village Asian Cuisine 434-436 Massachusetts  
Avenue, Andy Lian

Mr. Curro moved approval subject to all conditions as set forth. SO VOTED (4-0)

### **APPOINTMENTS**

14. Arlington Cultural Council

Merli Guerra  
(term to expire 8/31/2018)

Mr. Dunn moved approval. SO VOTED (4-0)

Nilou Moochala  
(term to expire 9/30/2018)

Mr. Byrne moved approval SO VOTED (4-0)

15. Cemetery Commission  
Brian Hasbrouck  
(term to expire 6/30/2017)

Mr. Byrne moved approval SO VOTED (4-0)

16. For Approval: Board Appointments to the Community Preservation Committee  
Mr. Chapdelaine and Chairman Greeley interviewed each of the nine (9) finalists  
and both had a very difficult task in selecting only 4 from the pool of 9. Mr.  
Chapdelaine and Mr. Greeley stated that Arlington is fortunate to have such a rich  
talent willing to volunteer their time for the Town. They recommended the  
following candidates to the Board:

Clarissa Rowe - 1 year term  
David Levy - 3 year term  
Eric Helmuth - 2 year term  
Andrew Bengston - 2 year term

Mr. Dunn moved approval, seconded by Mr. Byrne SO VOTED (4-0)

Mr. Chapdelaine also moved approval. SO VOTED (1-0)

### **LICENSES & PERMITS**

17. Request: Food Vendor License  
YRCH Inc., d/b/a Fenway Market, 203 Broadway, Yubaraj Chaulagain

Mr. Dunn moved approval subject to all conditions as set forth SO VOTED (4-0)

18. Request: Common Victualler License  
Haan Kaya, Inc., d/b/a Brickstone Café, Bedros Kaya

Mr. Byrne moved approval subject to all conditions as set forth

SO VOTED (4-0)

### **CITIZEN OPEN FORUM – SIGN IN PRIOR TO BEGINNING OF OPEN FORUM**

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Mr. Robert Radochia, Columbia Road, asked the Board if he could speak regarding questions concerning Item 21 - PIGC Recommendations. He stated he was concerned with the increase in parking fees, the number of hours allowed to park, and how many new Parking Meter Attendees will we be hiring to implement all the parking changes. Mr. Byrne stated that he felt all his questions will be answered under Item 21.

### **TRAFFIC RULES & ORDERS / OTHER BUISNESS**

19. For Approval: Handicap Parking Sign Request

Deborah Keeley for William Haxton, 15 Peirce Street

Mr. Curro moved approval

SO VOTED (4-0)

20. Presentation: East Arlington Public Art Project – Consultant

Adam W. Chapdelaine, Town Manager

Cecily Miller, Public Art Consultant

Mr. Chapdelaine stated that Ms. Miller will facilitate the process of soliciting, selecting, and installing public art on the Mass. Avenue Corridor in East Arlington. The proposal outlines a process for the Town of Arlington in partnership with East Arlington businesses, the Arlington Public Art Committee, arts activists, and interested residents to shape a successful temporary public art initiative that will expand the town's identity as a community that values and promotes the arts without requiring a daunting investment of financial resources. There are many advantages to using the model of temporary and site-responsive art, which has become a trend in cities and towns across the country. Ms. Miller stated that there will be a public meeting on November 4th at 7:00 p.m. at Robbins Library regarding Public Art.

Mr. Curro moved approval.

SO VOTED (4-0)

21. For Approval: PIGC Recommendations

Steven M. Byrne, Selectman

Adam W. Chapdelaine, Town Manager

Laura Wiener, Asst. Planning Director

Mr. Byrne stated that the new multi-space meters, all credit card accessible, have replaced the existing machines in the Russell Common and the Water Street lots. Once the new meters are activated, the fee will be 50 cents per hour from 8:00 a.m. to 8:00 p.m.. Pay and Display has been chosen because it is the lowest cost

solution. Pay by Space requires poles installed to mark each space or frequent painting of numbers on pavement for each space. This decision can be re-evaluated and changed to Pay by Space at any time. IPS was chosen as vendor for single space meters on street. Fee is \$1.00/hour, 4 hour limit, 8 a.m. to 8 p.m. as recommended by Nelson/Nygaard. Procurement of poles and installation is underway. We hope to be able to install the single space meters before winter; Permits will continue to be sold, but permit designated spaces will be eliminated to provide more flexibility between permit and metered spaces. Businesses and their employees will be encouraged to buy permits and park in the Russell Common Lot. New signs have been designed and will be fabricated by the DPW Sign Shop for the Russell Common Lot. All existing signs in the lot and on the street will be removed. New signs will be designed for non-metered spaces in the Center (Academy, Maple and Pleasant Streets, and others). The Board approved the following recommendations from PIGC: Taxi Stands - The Committee recommends that the 2 taxi-stands on Medford Street in front of the Regent be moved to the Russell Common Lot, and those spaces to become metered parking. The two (2) taxi stands on Mass. Avenue approaching Medford Street will remain taxi stands for the time being, to be re-evaluated in the future. ADA Space - The Committee recommends that an additional handicapped accessible space be added on Medford Street, on the left side near Leader Bank. The Committee recommends some additions and changes to spaces at the Russell Common Lot:

1. An Electric Vehicle (EV) charging station with one designated space and one optional space (to be made clear via signage).
2. One additional Zipcar space
3. Two new taxi stands

The Committee recommends using the revenue generated by these parking initiatives in three ways: covering the cost of managing and enforcing parking regulations, maintaining the current amount of parking revenue allocated as general fund revenue and investing in a Parking Benefit District. The Committee plans to monitor and re-evaluate all of these items over the next 6 - 12 months. Mr. Byrne stated that the main goal of this Committee was to increase the availability of parking on Massachusetts Avenue. Mrs. Mahon stated she appreciated the compromise the Committee came to in keeping the two taxi stands on Massachusetts Avenue. Mr. Curro thanked Mr. Byrne and the Committee for all their work they did on this project. Mr. Dunn and Mrs. Mahon stated they were happy to support the recommendations of the committee.

Mr. Curro moved approval.

SO VOTED (4-0)

## 22. Update on Mugar Property Site Approval Application

Douglas W. Heim, Town Counsel

Town Counsel, Doug Heim, reported that Arlington Land Realty and their developers, Oaktree Development submitted supplemental filings to their original application for Site Approval to Mass Housing. Mr. Heim said the supplemental information consists of new documents and information previously not provided and a response to the Selectmen's Comments among other things. The filing of supplemental information is unusual and comes after the Board's public meeting

on the proposal held on August 12th and Mass Housing's receipt of the Board of Selectmen's comments highlighting deficiencies and problems with the project. Mrs. Mahon stated she has never seen anything like this before and considers the new submission to be a new proposal. Mrs. Mahon stated if Mass. Housing does not consider it a new proposal she would like to view the proposal and provide additional feedback. Town Counsel Doug Heim responded that he and special counsel would examine the documents thoroughly and help prepare the Selectmen for a response. Mrs. Mahon requested that this item be back on the Agenda for the meeting of October 5th.

Mr. Curro moved approval.

SO VOTED (4-0)

### **CORRESPONDENCE RECEIVED**

Thanks to Chief Ryan for His Leadership

Lori Kenschaft on behalf of Rev. Marta Flanagan and John Hodges, First Parish Unitarian Universalist of Arlington

Need to Designate 'Straight Lane' Across Massachusetts Avenue from Park Avenue

Jeffrey Hadden via Request /Answer Center

Mr. Curro asked that Mr. Hadden's letter be referred to the Town Engineer for comments and recommendations.

Need to Improve Bike Path Safety by Soccer Fields

Barbara Brys, Bedford, MA

Mr. Curro asked that Ms. Brys letter be referred to Joseph Connolly, Director of Parks and Recreation for review and recommendations.

Mr. Byrne moved receipt of Correspondence Received.

SO VOTED (4-0)

### **NEW BUISNESS**

Mr. Chapdelaine stated he was appointing Laura Wiener as Acting Director of Planning and Community Development.

Mr. Chapdelaine announced that Jay Ash, Secretary of Housing and Economic Development will be meeting with himself, Carol Kowalski, Ted Fields and Andrew Flanagan at 2:30 p.m. in the 2nd Floor Conference room tomorrow,

Mr. Chapdelaine stated he would be attending the International City/County Management Association annual conference in Seattle, WA from Sept. 27 - Sept. 30th. Town Counsel Doug Heim will be acting manager during that time.

Mr. Chapdelaine stated he has reached a tentative bargaining agreement with Local 680.

Mr. Byrne thanked the Committee and the Staff of the Selectmen's Office for another wonderful Town Day.

Mr. Curro stated he attended the recent Opioid Meeting at the High School and encouraged the Board and the Town's people to attend 'The Opioid Crisis Identifying Community Solutions in

Arlington to be held on Tuesday, October 13, 2015, 6:30 p.m. to 8:30 p.m., Arlington Town Hall.

Mrs. Mahon moved to adjourn at 9:25 p.m.

SO VOTED (4-0)

A true record: Attest

Marie A. Krepelka  
Board Administrator

Next Scheduled Meeting of BoS October 5, 2015.

**9-21-15**

**Documents Used**

| Agenda Item |  |
|-------------|--|
| 2           | Copy of Sign to be installed.  |
| 4           | Draft Special Meeting Minutes - 8-12-15  |
| 5           | Drainlayyer-Express Excavation, Inc.   |
| 6           | Special Beer & Wine - Regent Theatre 9-26-15   |
| 7           | Special Beer & Wine - Regent Theatre 10-03-15  |
| 8           | Special One Day Beer & Wine - Smith Museum 10-16-15  |
| 9           | Special One Day Beer & Wine - Town Hall 10-23-15   |
| 10          | Parking Restriction Waivers - Tufts & Foster Street 2015-2016 School Year  |
| 11          | Regent Theatre Wine & Malt License   |
| 12          | Sugo Cucina - Italiana, Wine & Malt Licence - 162 Mass. Avenue   |
| 13          | Shanghai Village Asian Cuisine - Common Victualler and All Alcohol Licenses - 434-436 Mass. Ave.   |
| 14          | Arlington Cultural Council Appts.- Merli Guerra, Nilou Moochhala   |
| 15          | Cemetery Commission Appt. - Brian Hasbrouck  |
| 16          | Community Preservation Committee Appts   |
| 17          | Food Vendor License - Fenway Market, 203 Broadway, Yubaraj Chaulagain  |
| 18          | Common Victualler License - Brickstone Cafe. Bedros Kaya, Haan Kaya  |
| 19          | Handicap Parking Sign - 15 Peirce Street   |
| 20          | East Arlington Public Art Project - Cecily Miller, Public Art Consultant   |
| 21          | PIGC Recommendations - Steven M. Byrne   |
|             | Correspondence Received: Jeffrey Hadden Request/Answer Center, Designate<br><br>Straight Lane across Massachusetts Avenue from Park Avenue. Barbara Brys,<br>Bedford, MA - Improve Bike Path Safety by Soccer Fields |



## **Town of Arlington, Massachusetts**

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**Request: Special (One Day) Beer & Wine License, 10/14/15 @ Regent Theatre for 'Monty Python & the Holy Grail 40th Anniversary Screening'**

**Summary:**

Kevin Wayne Spinney, Spinney Productions

**ATTACHMENTS:**

| Type  | Description                       |
|---|-----------------------------------|
| <input type="checkbox"/> Reference Material | One Day Beer and Wine Application |

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

**SPECIAL ALCOHOL LICENSE APPLICATION**

Name of Applicant: **Kevin Wayne Spinney / Spinney**  
**Productions**

Address, phone & e-mail contact information: **162 Park St., Beverly, MA 01915,**  
**spinney.wayne@yahoo.com**  
**978-473-4430**

Name & address of Organization for which license is sought: **Same as**  
**Above**

Does this Organization hold nonprofit status under the IRS Code? **X** **No**

Name of Responsible Manager of Organization (if different from above):  
\_\_\_\_\_

Address, phone & e-mail contact information: \_\_\_\_\_

Has the Applicant or Organization applied for and/or been granted a special liquor license this  
calendar year? **No** If so, please give date(s) of special licenses and/or applications and title of  
event(s). \_\_\_\_\_

Is this event an annual or regular event? If so, when was the last time this event was held and at what  
location?

**NO**

24-Hour contact number for Responsible Manager on Event date:  
**339-221-0991 (theater) 978-473-4430 (event producer)**

Title of Event: **"Monty Python & the Holy Grail 40<sup>th</sup> Anniversary Screening"**

Date/time of Event: **Wednesday, October 14<sup>th</sup>, 2015 at 7:30pm (doors at**  
**7:00pm)**

Location of Event: Regent Theatre

Location/Event Coordinator: Richard Stavros

Method(s) of invitation/publicity for Event Email newsletter, facebook, website, print and online media and event listings

Number of people expected to attend: 150-200

Expected admission/ticket prices: \$15.00

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5-\$7 PER 12 OZ. CUP OF BEER OR 4 OZ. CUP OF WINE. \$2 FOR BOTTLED WATER

Will persons under age 21 be on premises?

YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages. PATRONS WILL BE CARDED / ASKED TO PRESENT VALID I.D. TO MAKE SURE THEY ARE 21 AND OLDER. ONLY ONE DRINK PER CUSTOMER PER VISIT TO THE BAR. HANDS WILL BE STAMPED OR WRISTBANDS GIVEN AFTER I.D. IS CHECK AND APPROVED.

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

**OFFICE USE ONLY**

*For Police Chief, Operations Commander, or designee:*

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

OFC. Corey P. Koteau  
OFC. Corey P. Koteau  
Printed name/title

Date 9/25/15

POLICE COMMENTS:

Request one police detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

**Just Beer & Wine**

---

What types of food and non-alcoholic beverages do you plan to serve at the Event? TYPICAL MOVIE THEATER CONCESSIONS: POPCORN, CANDY, SOFT DRINKS

---

Who will be responsible for serving alcoholic beverages at the Event? NICHOLAS WRIGHT OR OTHER T.I.P.S. CERTIFIED BARTENDERS

---

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

**TIPS CERTIFICATION OR OTHER GOVERNMENT APPROVED CERTIFICATION.**  
**(BOS HAS MR. WRIGHT'S CERTIFICATION ON FILE).**

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

**NICHOLAS WRIGHT, DOB ON FILE, BUT CAN BE PROVIDED IF NECESSARY.**  
**IF ALTERNATE BARTENDER IS USED, REGENT WILL PROVIDE NAME, DOB, AND PROOF OF CERTIFICATION**

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc)) **HARPOON BEVERAGES OR ATLANTIC IMPORTING COMPANY FOR BEER; HUB WINE CORP FOR WINE**

Date of Delivery: **WEDNESDAY, OCTOBER 14TH, 2015**

Alcohol Serving Time (s): **7:00-10:00PM**

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How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?  
**Arrangements will be made to have excess alcohol transported from the premises and returned to the distributor prior to the expiration date and time of any special alcohol license issued for this event.**

Date of Pick up: **Thursday, October 15th, 2015**

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) **BOS HAS ON FILE**

---

**Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.**

**I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:**

Signature: \_\_\_\_\_

*KW. Spinney*

Printed name: KEVIN WAYN SPINNEY

Printed title & Organization name: PRESIDENT, SPINNEY  
PRODUCTIONS

Email: spinney.wayne@yahoo.com



9/17/15

**Security Plan for "Monty Python & The Holy Grail 40<sup>th</sup> Anniversary Screening"**  
**Wednesday, 10/14/15**

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at "bar" area
  - a) Bartender (TIPS certified)
  - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
  - c) Manager on duty who checks in on the bar area throughout the night
  - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre no sooner than 30 to 60 minutes before show time. Beer & wine sold from that period to the end of intermission (approx. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.



## Town of Arlington, Massachusetts

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**Request: Special (One Day) Beer & Wine License, 10/15/15 @ Regent Theatre for 'Reel Rock 10 Film Tour'**

**Summary:**

Mary Bonaparte-Cerone, MBC Productions

**ATTACHMENTS:**

| Type  | Description                       |
|---|-----------------------------------|
| <input type="checkbox"/> Reference Material | One Day Beer and Wine Application |

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

**SPECIAL ALCOHOL LICENSE APPLICATION**

Name of Applicant: **Mary Bonaparte-Cerone / MBC Productions**

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Address, phone & e-mail contact information: **37 Cornell St, Arlington, MA 02474,  
jtcmom1996@gmail.com  
781-248-1004**

---

Name & address of Organization for which license is sought: **Same as  
Above**

---

Does this Organization hold nonprofit status under the IRS Code? **X**      No

Name of Responsible Manager of Organization (if different from above):

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Address, phone & e-mail contact information: \_\_\_\_\_

---

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? **NO** If so, please give date(s) of special licenses and/or applications and title of event(s). \_\_\_\_\_

---

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

**NO.**

24-Hour contact number for Responsible Manager on Event date:  
**339-221-0991 or 617-694-6612 (Venue); 781-248-1004  
(organization)**

---

Title of Event: **"REEL ROCK 10 FILM TOUR"**

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Date/time of Event: **Thursday, October 15, 2015 at 7pm (doors at 6pm)**

Location of Event: **Regent Theatre**

Location/Event Coordinator: **Leland Stein**

Method(s) of invitation/publicity for Event **Email newsletter, facebook, website, print and online media and event listings**

Number of people expected to attend: **125-175**

Expected admission/ticket prices: **\$20.00**

Expected prices for food and beverages (alcoholic and non-alcoholic): **\$5 PER 12 OZ. CUP OF BEER OR 4 OZ. CUP OF WINE. \$2 FOR BOTTLED WATER**

Will persons under age 21 be on premises?  
**UNKNOWN**

If "yes," please detail plan to prevent access of minors to alcoholic beverages. **PATRONS WILL BE CARDED / ASKED TO PRESENT VALID I.D. TO MAKE SURE THEY ARE 21 AND OLDER. ONLY ONE DRINK PER CUSTOMER PER VISIT TO THE BAR. HANDS WILL BE STAMPED OR WRISTBANDS GIVEN AFTER I.D. IS CHECK AND APPROVED.**

Have you consulted with the Department of Police Services about your security plan for the Event?  
**YES**

**OFFICE USE ONLY**

*For Police Chief, Operations Commander, or designee:*

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Roteau Date 9/25/15  
Off. Corey P. Roteau  
Printed name/title

**POLICE COMMENTS:**

Request one police detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

**Beer & Wine**

What types of food and non-alcoholic beverages do you plan to serve at the Event? **TYPICAL MOVIE THEATER CONCESSIONS: POPCORN, CANDY, SOFT DRINKS**

Who will be responsible for serving alcoholic beverages at the Event? **NICHOLAS WRIGHT OR OTHER T.I.P.S. CERTIFIED BARTENDERS**

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

**TIPS CERTIFICATION OR OTHER GOVERNMENT APPROVED CERTIFICATION. (BOS HAS MR. WRIGHT'S CERTIFICATION ON FILE).**

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

**NICHOLAS WRIGHT. DOB ON FILE, BUT CAN BE PROVIDED IF NECESSARY. IF ALTERNATE BARTENDER IS USED, REGENT THEATRE WILL PROVIDE NAME, DOB, AND PROOF OF CERTIFICATION**

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc)) **HARPOON BEVERAGES FOR BEER; HUB WINE CORP FOR WINE**

Date of Delivery: **THURSDAY, OCTOBER 15, 2015**  
Alcohol Serving Time (s): **6:00-9:30PM**


How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of? **Arrangements will be made to have excess alcohol transported from the premises and returned to the distributor prior to the expiration date and time of any special alcohol license issued for this event.**

Date of Pick up: **Friday, October 16, 2015**

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) **BOS HAS ON FILE**

**Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.**

**I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:**

Signature: 

Printed name: **Mary Bonaparte-Cerone**

Printed title & Organization name: **OWNER, MBC Productions**

Email: **\_jtcmom1996@gmail.com**



9/23/15

**Security Plan for "Reel Rock 10 Film Tour" Thu 10/15/15**

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at "bar" area
  - a) Bartender (TIPS certified)
  - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
  - c) Manager on duty who checks in on the bar area throughout the night
  - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre no sooner than 30 to 60 minutes before show time. Beer & wine sold from that period to the end of intermission (approx. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.



## **Town of Arlington, Massachusetts**

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**Request: Special (One Day ) Beer & Wine License, 10/20/15 @ Robbins Memorial Town Hall Auditorium for 'Taste of Arlington'**

**Summary:**

David Swanson, Arlington Chamber of Commerce

**ATTACHMENTS:**

| Type                 | Description                       |
|----------------------|-----------------------------------|
| ▣ Reference Material | One Day Beer and Wine Application |

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

**SPECIAL ALCOHOL LICENSE APPLICATION**

Name of Applicant: David Swanson

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Address, phone & e-mail contact information: 781-643-4209; [david@swansonjewelers.com](mailto:david@swansonjewelers.com)

---

Name & address of Organization for which license is sought: Arlington Chamber of Commerce; 611  
Mass Ave. Arlington, MA 02474

---

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above): Beth Locke

---

Address, phone & e-mail contact information: 611 Mass Ave; Arlington, MA 02474; 781-6434600;  
[info@arlcc.org](mailto:info@arlcc.org)

---

Has the Applicant or Organization applied for and/or been granted a special liquor license this  
calendar year? ☐ no ☐ If so, please give date(s) of Special Licenses and/or applications and  
title of event(s).

---

Is this event an annual or regular event? If so, when was the last time this event was held and at what  
location? Yes, October 22, 2013 at Town Hall

---

24-Hour contact number for Responsible Manager on Event date: 781-643-4600

---

Title of Event: Taste of Arlington

---

Date/time of Event: October 20, 2015; 6:00pm – 8:30pm

---

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kreamer

Method(s) of invitation/publicity for Event: email & direct mailing

Number of people expected to attend: 200

Expected admission/ticket prices: \$40 in advance; \$50 at the door

Expected prices for food and beverages (alcoholic and non-alcoholic): wine \$6; beer \$4

Will persons under age 21 be on premises? Possibly

If "yes," please detail plan to prevent access of minors to alcoholic beverages. Wrist bands

Have you consulted with the Department of Police Services about your security plan for the Event?

**OFFICE USE ONLY**

*For Police Chief, Operations Commander, or designee:*

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

*Det. Corey P. Roteau* Date *9/25/15*  
*Det. Corey P. Roteau*  
Printed name/title

**POLICE COMMENTS:**

*Request one police detail. Wrist bands to be used as listed in application*

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)  
beer and wine only

What types of food and non-alcoholic beverages do you plan to serve at the Event? Assorted taste size portions provided by each restaurant; water, soda, coffee

Who will be responsible for serving alcoholic beverages at the Event? Premier Bartending

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc)) Atlas Liquors, Medford, MA

Date of Delivery: 10-20-15

Alcohol Serving Time (s): 6:00-8:15pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of? Atlas will pick-up unopened containers. Event Committee members will bring home any opened containers in the trunks of their cars.

Date of Pick-Up: 10-21-15

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

**Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.**

**I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:**

Signature:

*David Swanson*

Printed name: David Swanson

Printed title & Organization name: Board member, Arlington Chamber of Commerce

Email: [david@swansonjewelers.com](mailto:david@swansonjewelers.com)



**ROBBINS MEMORIAL TOWN HALL AUDITORIUM**  
**730 Massachusetts Avenue, Arlington, Ma. 02476**

September 24, 2015

**SECURITY PLAN FOR TASTE OF ARLINGTON EVENT – revised 9/24/15**

A fundraiser Taste of Arlington to benefit the Arlington Chamber of Commerce will be held on Tuesday, October 20, 2015, in the auditorium at Arlington Town Hall. The event is scheduled for 6:00 pm to 8:30 pm.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 150 people to attend. We anticipate all attendees will be adults. There may be some young people under 21 helping at the event with various odd jobs. Therefore all attendees will be asked to show an ID if they appear to be under 30. In addition, the TIPS certified bartending staff, will be responsible for ensuring that anyone purchasing a drink is over the age of 21.

Patsy Kraemer will be the event coordinator for the event. Premier Bartending will provide bartending service. Greg Stathopoulos will be the custodian for the event. A committee of volunteers from the Arlington Chamber of Commerce will be staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



# CERTIFICATE OF LIABILITY INSURANCE

GORDO-5

OP ID: JL

DATE (MM/DD/YYYY)

03/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|  |  |  |  |               |
|--|--|--|--|---------------|
| <b>PRODUCER</b><br>Roblin Insurance Agency, Inc.<br>144 Gould Street, Suite 100<br>Needham, MA 024942321<br>Roblin Insurance Agency, Inc |  | <b>CONTACT NAME:</b> Roblin Insurance Agency, Inc<br><b>PHONE (A/C, No, Ext):</b> 781-455-0700<br><b>FAX (A/C, No):</b> 781-449-8976<br><b>E-MAIL ADDRESS:</b> |  |               |
| <b>INSURED</b><br>Premier Bartending & Beverage Service, Inc.<br>PO Box 310<br>Waltham, MA 02451   |  | <b>INSURER(S) AFFORDING COVERAGE</b>   |  | <b>NAIC #</b> |
|  |  | <b>INSURER A:</b> Travelers Insurance  |  | 36161         |
|  |  | <b>INSURER B:</b> U.S. Liability Ins. Co.  |  |               |
|  |  | <b>INSURER C:</b> Torus Specialty Insurance Co.  |  |               |
|  |  | <b>INSURER D:</b>  |  |               |
|  |  | <b>INSURER E:</b>  |  |               |
| <b>INSURER F:</b>  |  |  |  |               |

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

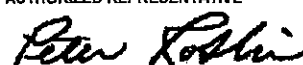
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER                    | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-----------|----------|----------------------------------|-------------------------|-------------------------|--|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR   |           |          | 680-4B652113-15-42<br>CL1569703B | 03/11/2015              | 03/11/2016              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 3,000,000<br>PRODUCTS - COMP/OP AGG \$ 3,000,000 |
| B        | <input checked="" type="checkbox"/> Liquor Liability<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER:   |           |          |                                  |                         |                         |  |
|          | <input type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS |           |          |                                  |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$  |
| C        | <input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$   |           |          | 88915C142ALI                     | 03/11/2015              | 03/11/2016              | EACH OCCURRENCE \$ 9,000,000<br>AGGREGATE \$ 9,000,000   |
|          | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below<br>Y/N <input type="checkbox"/> N/A            |           |          |                                  |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Arlington is additional insured with respect to liability of the named insured.

**CERTIFICATE HOLDER****CANCELLATION**

|   |   |
|---|---|
| <b>ROBBINS</b><br><br>Robbins Library<br>700 Mass. Ave<br>Arlington, MA 02476 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|---|---|

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Issued: 12/1/2014  
ID#: 38942

Expires: 12/1/2015  
Trainer Year: 11

Edward R Garland, Jr.  
28 Saunders St  
North Weymouth, MA 02191-1014

**Trainer Certification Card**



## **Town of Arlington, Massachusetts**

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**Request: Permit for Veterans' Day Parade, Wednesday, November 11th**

**Summary:**

Jeffrey A. Chunglo, Director of Veterans' Services

**ATTACHMENTS:**

| Type  | Description                                 |
|---|---|
| <input type="checkbox"/> Reference Material | Request from Director of Veterans' Services |



Town of Arlington  
Department of Health and Human Services  
Department of Veterans' Services  
730 Massachusetts Avenue  
Arlington, MA 02476

Jeffrey A. Chunglo  
Director of Veterans Services

Tel: 781 316-3166  
Fax: 781 316-3129

28 SEP 2015

Board of Selectmen  
Town Hall, Arlington  
730 Massachusetts Avenue  
Arlington, Ma. 02476

Re: Permit for 11 NOV 2015

Dear Members,

On behalf of the Veterans of the Town of Arlington, I am requesting a permit to allow veteran organizations and local veterans to participate in the annual Veteran's Day Parade. The parade is scheduled to begin at 10:30 on 11 NOV 2015.

The parade will begin at Walgreen's Pharmacy on Massachusetts Avenue and proceed to Monument Park. A police escort will be needed along Massachusetts Avenue.

Very respectfully,

A handwritten signature in black ink, appearing to read "Jeffrey A. Chunglo", is written over a large, stylized, cursive flourish.

Jeffrey A. Chunglo

SEP 28 2015  
10:30 AM  
781 316-3166  
781 316-3129



## Town of Arlington, Massachusetts

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### Board of Youth Services

#### Summary:

Michael Ginns  
(term to expire 6/30/2017)

Justine Bloch  
Hannah Simon  
(terms to expire 1/31/2019)

#### ATTACHMENTS:

| Type                 | Description                      |
|----------------------|----------------------------------|
| ☐ Reference Material | Ginns Reference                  |
| ☐ Reference Material | Bloch Reference, Simon Reference |



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 18, 2015

TO: Board Members

SUBJECT: Appointment to Board of Youth Services

---

This memo is to request the Board's approval of my appointment of Michael Ginns to the Board of Youth Services with a term expiration date of 6/30/2017.

A handwritten signature in cursive script that reads "Adam W. Chapdelaine".  
Town Manager

# MICHAEL R. GINNS

17 Newport Street • Arlington • MA 02476

Home: 781.316.2419

Mobile: 781-248-0402

Email: [mikeginns@verizon.net](mailto:mikeginns@verizon.net)

LinkedIn: [www.linkedin.com/pub/mike-ginns/4/678/159/](http://www.linkedin.com/pub/mike-ginns/4/678/159/)

## OVERVIEW

- Motivated leader and public/non-profit management professional with extensive governmental affairs and policy analysis experience as demonstrated by receiving the Assistant Secretary's 2011 Honor Award for Interoperability. Principal in project management and developing innovative collaborations across public, non-profit and private sector organizations leading to the creation of a nationwide network of 250 professionals to connect regarding veteran's child support issues. Extensive public speaking and presentation experience to constituents, peers, and senior level leadership.

## RELATED EXPERIENCE

### **PROGRAM SPECIALIST** | *Administration for Children and Families – Boston, MA* | Oct.2004 – present

- Assemble infrastructure and influence policy and procedures for innovative national pilot project reducing child support arrears by over \$1M for over 2000 veterans.
  - Create reports, presentations, and public documents describing project initiatives
- Improve outcomes for state child support programs by providing legislative, policy analysis, and guidance to state child support leaders.
- Review, analyze, and provide comment on Notice of Proposed Rules and statutory changes to the child support program
- Research, resolve, and respond to 50+ constituent, Congressional and agency inquiries per year
- Determine trend analysis, compliance, performance, and prepare recommendations for child support program improvement and recognition of best practices.
- Written successful conference proposals to community and government organizations.
- Actively developed trainings, and working groups with Social Security Administration and Veterans Affairs Administration as the Regional liaison.
- Structure meeting agendas and speakers for national and regional conferences.
- Establish partnerships with other federal and non-profit agencies to cross-train clients and staff on program roles, responsibilities, and procedures.
- Contribute in national workgroups that support agency strategic plan and initiatives
- Produce strategy as an ACF representative to the Federal Interagency Council on Homelessness and the Federal Partnership Project
- Communicate agency mission and special initiatives as a presenter at local and national meetings and conferences.
- Coordinated and assisted in implementation of new child support case Medical Support requirements.
- Developed tools for performance management and retention as leader of policy and procedure change subcommittee
- Advanced resources for staff and agency use as a Member of the ACF Hispanic Outreach Team
- Review and rate proposals from state, non-profit, and other entities seeking Special Improvement Grants.

### **PRESIDENTIAL MANAGEMENT FELLOW** | *Social Security Administration – Boston, MA* |

*June 2003– Sep. 2004*

- Effectively determined client eligibility for SSA Title 2 benefits

- Processed Continuing Disability Review Cases to ensure continuing eligibility for benefits
- Managed a workload of cases to be reviewed, completed, and adjudicated

*U.S. Department of Health and Human Services-Centers for Medicare and Medicaid Services -Boston, MA | Jun. 2004-Aug. 2004*

- Presidential Management Fellow rotational assignment
- Aided in the outreach planning for the implementation of Medicare Prescription Drug program.
- Provided legislative and technical assistance to clients and organizations in response to Medicare Part D passage.

## **RETIREMENT COUNSELOR/SENIOR SERVICE REPRESENTATIVE | *Mass. Teachers' Retirement Board – Boston, MA | May 2000 – June 2003***

- Counseled members on an individual basis regarding the guidelines of Chapter 32, Board regulations, social security, health care and the principles of their defined benefit plan
- Participated in the development, planning, scheduling, and marketing of MTRS educational programs
- Supplied calculation, training, and mentoring support for other agency units as assigned
- Provided comprehensive assistance regarding retirement benefits to active and retired educators
- Implemented legislative initiatives that allowed for enhancement of benefits
- Elected as one of four non-management representatives to serve on the agency's Employee Relations Committee

## **EDUCATION**

**Master's- Public Administration | *Suffolk University – Boston, MA | December, 2002***

Presidential Management Fellow | *May 2003- December 2005*

Selected to Pi Alpha Alpha- National Honors Society for Public Administration | *May 2003*

**Bachelor of Arts in Political Science | *Washington College – Chestertown, MD | May 1994***

### **Continuing Education**

- **Congressional Operations Workshop, *Government Affairs Institute at Georgetown University –July 2005***
- **Effective Management Techniques, *Federal Office of Personnel Management –Nov 2003-Dec 2005***
- **DHHS Mentoring Program, *Department of Health and Human Services- June 2005-June 2006***

## **VOLUNTEER**

**CO-EXECUTIVE DIRECTOR | *The Cannonball Foundation, Inc.- July 2009-December2013***

- Co-founded organization and assisted in initial outreach and event coordination
- Responsible for the administration of program development, operations, fundraising, financial, and 501(c)3 compliance
- Actively pursue, write, and manage grant proposals and awards
- Collaborate with community organizations and leaders to develop strong programs and fundraising streams

**Head Coach and Program Director | *Arlington Youth Lacrosse – April 2010- Present***

- Assist in formation of teams and practice schedules for the U9-U13 programs
- Facilitate communication to parents and coaches in regard to scheduling and program announcements
- Support the development of training for new volunteer coaches

# OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

Michael Ginns  
17 Newport Street  
Arlington, MA 02476

Re: Appointment: Board of Youth Services

Dear Mr. Ginns:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

*Marie A. Krepelka*

Marie A. Krepelka  
Board Administrator

MAK:fr



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 18, 2015  
TO: Board Members  
SUBJECT: Appointment to Board of Youth Services

---

This memo is to request the Board's approval of my appointment of Justine Bloch to the Board of Youth Services with a term expiration date of 1/31/2019.

  
Town Manager

**Justine L. Bloch, MSW**

12 Kimball Road  
Arlington, MA 02474  
(781) 856-6411  
[justinebloch@comcast.net](mailto:justinebloch@comcast.net)

**PROFESSIONAL EXPERIENCE**

**John A. Bishop Elementary School, Arlington, MA**

LIBRARIAN

**2013-present**

- Provides library instruction and support to classrooms throughout the school day
- Manages all the library activities and classrooms throughout the day
- Introduces and teaches basic library skills/usage
- Promotes a lifelong love of reading
- Participates in professional development
- Processes, catalogs and circulates books and other library material
- Maintains and updates the library collection
- Collaborates with fundraising efforts to support the library/media center

**Lexington High School, Lexington, MA**

**1996-1997**

SCHOOL SOCIAL WORKER- GUIDANCE DEPARTMENT

- Provided short and long term counseling to adolescents presenting with a wide range of clinical issues including substance abuse, domestic violence, sexual abuse, academic difficulties, depression and suicidal ideation.
- Provided crisis intervention within the school, including consultation to faculty regarding various student-related concerns.
- Facilitated girl's group for high risk adolescents with an emphasis on improving decision making skills and appropriate coping mechanisms.
- Assisted families with planning and implementing coping strategies for behavior modification.

**McKay K-8 School, East Boston, MA**

**1996-1997**

FEE FOR SERVICE CLINICIAN

- Provided individual counseling for students (K-8th grade) referred by the staff for a wide range of social, emotional and behavioral issues.

**The Children's Hospital, Boston, MA**

**1995-1996**

POST-MASTER'S CLINICAL FELLOW- DEPARTMENT OF PSYCHIATRY

Outpatient Psychiatry, Sexual Abuse Treatment Team and Rapid Diagnostic Clinic

- Conducted diagnostic sexual abuse evaluations of children from pre-school to adolescents. Performed parent interviews in connection with the evaluations.
- Provided evaluation, treatment planning, individual and family therapy, and crisis intervention for children experiencing stressors including domestic violence, parental separation, physical and sexual abuse.
- Evaluated children (ages 2-18) and families in a weekly multi-disciplinary team clinic. Provided assessment, diagnosis, crisis intervention and recommendations to families.
- Participated in weekly didactic seminars in sexual abuse treatment and evaluations, and narrative family therapy.

**Roxbury Comprehensive Community Health Center, Roxbury, MA**

**1993-1995**

PROGRAM COORDINATOR- LIVING AFTER MURDER PROGRAM (L.A.M.P.)

- Provided intensive individual and family therapy and crisis intervention to survivors of victims of homicide.
- Facilitated a children's group focusing on traumatic grief and recovery.
- Offered comprehensive services to survivors including legal, financial and medical advocacy, concrete social services, and an information and referral network.
- Produced a quarterly newsletter for survivors.
- Conducted presentations and workshops on traumatic loss.

## **VOLUNTEER ACTIVITIES**

### **TEAM UP SOCCER TOURNAMENT COORDINATOR**

**2010-present**

- Organize and run an annual soccer tournament to raise money for local agencies such as The Children's Room and Arlington Youth Counseling Center (AYCC).

### **THE CHILDREN'S ROOM –VOLUNTEER FACILITATOR**

**2009-present**

- Run a bi- monthly support group for grieving adults who have lost a partner.

### **John A. Bishop Elementary School, Arlington, MA**

#### **CO-CHAIR- BISHOP PLAYGROUND IMPROVEMENT COMMITTEE (BPIC)**

**2006-2009**

- Lead a committee dedicated to conceptualizing and designing, funding and re-building the Bishop playground.
- Privately raised substantial funds to enable playground installation by overseeing a capital campaign, supervising a silent auction, and soliciting funds and services from the community.
- Oversaw the reconstruction effort, coordinating over 50 volunteers.

### **The Cambridge Hospital, Cambridge, MA**

**1994-1997**

#### **VOLUNTEER TEAM MEMBER- COMMUNITY CRISIS RESPONSE TEAM**

- Offered short-term crisis intervention and consultation services to communities traumatized by violence.
- Assisted traumatized communities through intervention, which included utilizing a debriefing model, facilitating community meetings, consulting and training service providers, and offering follow-up consultation.
- Participated in intensive and ongoing training and education.

## **GRADUATE SCHOOL INTERNSHIPS**

### **New England Medical Center, Boston, MA**

**1992-1993**

#### **PEDIATRIC HEMATOLOGY/ONCOLOGY CLINIC**

- Provided individual and family therapy to patients throughout their treatment protocol.
- Collaborated with the children's medical teams.
- Led a weekly parent's support group.
- Advocated for family's medical and social needs.

### **Perkins School for the Blind, Watertown, MA**

**1991-1992**

#### **LOWER SCHOOL**

- Provided individual counseling for students with a variety of impairments.
- Co-facilitated a children's group focusing on socialization skills and interactions.
- Acted as a liaison between the residential students, their families and the school faculty.
- Worked closely with the students' interdisciplinary team.

## **EDUCATION**

### **Boston University, School of Social Work, Boston, MA**

**1991-1992**

Masters in Social Work

### **University of Vermont, Burlington, VT**

**1986-1990**

Bachelors of Science

## **ADDITIONAL SKILLS**

Proficient in Microsoft Office and Word; designed, created and maintained web site for Team Up Tournament using 1&1 host site; speak French; love to read; enjoy being with children.

# OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

Justine Bloch  
12 Kimball Road  
Arlington, MA 02474

Re: Appointment: Board of Youth Services

Dear Ms. Bloch:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 18, 2015

TO: Board Members

SUBJECT: Appointment to Board of Youth Services

---

This memo is to request the Board's approval of my appointment of Hannah Simon to the Board of Youth Services with a term expiration date of 1/31/2019.

A handwritten signature in cursive script that reads "Adam Chapdelaine".  
Town Manager

**Hannah E. Simon, MSW, MS**

34 Webcowet Road

Arlington, MA 02474

Phone: 503-568-5562

Hannah.simon@comcast.net

**Volunteer Activities (in chronological order) since taking early retirement in 1996**

- Program planning and consulting for the Holocaust Services at the Jewish Family & Children's Services. Helped the Director prepare a funding proposal.
- Newsletter Editor for the Greater Boston Child Survivors of the Holocaust Group for two years.
- Served on the Arlington Council on Aging Board for one year.
- Served on the Curriculum Committee in the Osher Life Long Learning Program at Tufts University for ten years. This is a peer-learning program. Committee members evaluate course proposals. Members also solicit members to become study group leaders and provide proposals.
- Taught as a Study Group leader, courses at the Osher Program on Literature, Aging, Immigration and Women in Politics.

**Professional Experience****Mount Carmel Guild, Catholic Community Services**

*Union City, N.J.*

*Department Director: March 1977 to April 1996*

*Responsible for all aspects of operating a Mental Health Center whose 40 staff members provided Outpatient, Clinical Case Management, Day Treatment, Hospital Liaison, and Residential Services to over 1000 clients a year*

- Wrote grants, secured funding, designed, organized and implemented new programs
- Managed all aspects of ongoing programs and insured compliance with regulations and contract commitments
- Created a collaborative and productive team of medical, professional and non-professional staff
- Supervised and trained professional and support staff
- Instructor for Social Work Students
- Center grew from a budget of under \$300,000 to over \$2,000,000
- Achieved a positive reputation in our community especially among predominantly Hispanic population
- Proactively followed political and professional trends and applied these to improvement of services:
  - Initiated short-term treatment over ten years ago
  - Educated managers and staff towards managed care readiness
  - Educated myself about computers and initiated their use wherever possible for QA, budget management, MIS, etc.
  - Moved staff towards systems oriented treatment
  - Established an outcome based quality assurance program
- Influenced State of New Jersey Division of Mental Health & Hospitals policies by participating in various committees including those that wrote new program standards
- Chaired a committee of hospital and community providers set up to establish ways to decrease unnecessary admissions and poor post discharge linkage.
- Monitored developments in Health Reform and Managed Care and advocated for the changes required to help prepare Catholic Community Services to meet these challenges

- Served as a member of the McKinsey and Co. "New Visions Team" in a CCS management study and chaired the Behavioral Health Task Force which was set up to implement the recommended changes
- Served two two-year terms as President of a Professional Advisory Committee to the Mental Health Board. This committee consisted of all the outpatient and inpatient providers in Hudson County, NJ.
- Board member, Secretary and Business Development Committee member of the New Jersey Association of Mental Health Agencies, 1989 to 1996
- Board member and Treasurer of the New Jersey Psychiatric Rehabilitation Association, 1984 to 1990

### **Mount Carmel Guild, Catholic Community Services**

*Coordinator: November 1975 to March 1977*

*Planned and implemented Day Treatment Program. Supervised professional and non-professional staff. Coordinated with referring and sponsoring agencies and institutions. Functioned as a clinician in Day Treatment and Outpatient programs.*

### **Mount Carmel Guild, Catholic Community Services**

*Psychiatric Social Worker: September 1974 to November 1975*

*Provided individual, group, family and activity therapy. Provided consultation and education services. Helped to design, create and organize the "Partial Care" Day Treatment Program for adults suffering from severe mental illnesses.*

## **Education**

### **New York University Graduate School of Public Administration**

*M.S. in Management of Health Services, May 1989*

### **Hunter College Graduate School of Social Work**

*M.S.W. Casework and Groupwork, May 1974*

## **Certifications held during professional career**

- Licensed Independent Clinical Social Worker (MA)
- Licensed Clinical Social Worker (NJ)
- Approved Medicare Provider
- ACSW (National Association of Social Workers)
- Certified Field Instructor Fordham School of Social Work

# OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

Hannah Simon  
34 Webcowet Road  
Arlington, MA 02474

Re: Appointment: Board of Youth Services

Dear Ms. Simon:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr



## Town of Arlington, Massachusetts

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### Open Space Committee

#### Summary:

John Pickle  
(term to expire 1/31/2019)

#### ATTACHMENTS:

| Type                 | Description  |
|----------------------|--|
| ▣ Reference Material | Appointment Request from Town Manager,<br>Resume, Meeting Notice |



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 25, 2015  
TO: Board Members  
SUBJECT: Appointment to Open Space Committee

---

This memo is to request the Board's approval of my appointment of John Pickle to the Open Space Committee with a term expiration date of 1/31/2019.

  
Town Manager

**John David Pickle**  
39 Venner Road, Arlington, MA 02476  
[picklejohnmr@gmail.com](mailto:picklejohnmr@gmail.com) 781-266-6671 (cell) 781-646-0643 (fax)

**a. Professional Preparation.**

- 1981 B.A. Geology, Cum Laude, Franklin and Marshall College, Lancaster, PA. Thesis: *Statistical Analysis of Hydrogeological Parameters, Washington County, Maryland.*
- 1985 B.S. Meteorology, Summa Cum Laude, North Carolina State University, Raleigh, NC
- 1985 M.S. Geology, University of New Mexico, Albuquerque, NM. Thesis: *Dynamics of Sedimentation in the Mill Hole Drainage Basin, Mammoth Cave Region, Kentucky.*
- 1987 M.S. Meteorology, North Carolina State University, Thesis: *The Effect of Latitude on the Development of Tropical Cyclones.*

**b. Appointments.**

- 2007-present, Science and Math Teacher, Concord Academy, Concord, MA
- Teach Physics, Fundamentals of Earth Systems Science, Applied Earth Systems Science, Geology, Oceanography, Meteorology, Computer Modeling in Science, Applied Environmental Science: Sustainability Management, and Precalculus
  - Sustainability coordinator for campus “greening” efforts
  - Faculty advisor for inventing club, DEMONS (Dreamers, Engineers, Mechanics, and Overt Nerds)
  - Summer Sabbatical 2015: Programming an iPhone app for use by the CDC to detect counterfeit medicinal drugs while in the field.
- 2009-2014, Consultant, University of New Hampshire, Durham, NH
- Support for NASA-funded PicturePost project (<http://picturepost.unh.edu/>)
- 2014-present, Advisor, NSF-funded Crowd and Cloud project promoting citizen science efforts through television programs and web-based information.
- 2010-2014, Consultant, UMASS-Amherst Digital Stem Initiative funded by NSF
- Develop research protocols and learning activities to use digital cameras in the science classroom (chemistry, biology, physics, environmental, and Earth sciences)
- 2012, Consultant, Concord Consortium, InquirySpace funded by NSF
- 2010, Teacher-in-Residence, Learning Games Network, Cambridge, MA
- 2009-10, Consultant, MIT Teacher Education Program, MIT, Cambridge, MA
- Weather support for developing cell phone and web-based weather forecasting game
- 2007-10, Consultant, Lawrence Hall of Science, University of California, Berkeley, CA
- Software development and writing guides and learning activities using software
- 2007-08, Consultant for TERC, Cambridge, MA
- Create web-based activities for teachers for Earth Exploration Toolkit website.
- 2006-07, Curriculum Developer for Consulting Services for Education, Newton, MA
- Create web-based interactives for Discovery Channel.
- 2006-07, Education Development Consultant, Arlington, MA
- Create computer-based interactives for museums, including International Spy Museum, Washington, D.C., and Museum of Science, Boston, MA
  - Create computer-based interactives, website development, and proposal writing for science centers and education centers.
- 2001-06, Program Manager, Global Systems Science, Museum of Science, Boston
- Principal Investigator for \$2.5M NASA-funded “Measuring Vegetation Health” which created technologies and learning activities to monitor environmental health using plants.
  - Content Expert for NSF-funded “Weather Prediction” exhibit and programs.
  - Co-developer of “Sensing Cape Cod” program to create learning activities for monitoring ecosystem response to climate change at the Cape Cod National Seashore.
  - Create curriculum, teacher guides, and software activities for the Global Systems Science.
- 1991-2001, Staff Scientist, Atmospheric and Environmental Research, Inc., Lexington, MA

- Created Education Development Unit to build collaborative education projects in curriculum support materials, teacher workshops, and informal science education; designed and completed research on the calibration and uses of the Defense Meteorological Satellite Program's microwave water vapor sounder (SSM/T-2).

1989-91, Advanced Weather Officer, U.S. Air Force, Phillips Lab, Hanscom AFB, MA

- Developed meteorological research using neural networks to forecast short-term movement and intensification of tropical cyclones using pattern recognition techniques.

1987-89, Typhoon Duty Officer, U.S. Air Force, Joint Typhoon Warning Center, Guam

- Forecast the movement & development of typhoons within four ocean basins; conducted research to aid forecasts; enhanced public affairs with local and military community.

1984-87, Weather Officer, U.S. Air Force, North Carolina State University, NC

### c. Recent Publications.

Pickle, J. D., 2013, Software Manual for MovieTracker, embedded in MovieTracker software, 44 pp.

Schloss, A., A. Gould, J. S. Beaudry, and J. Pickle, 2012, *All About Digital Earth Watch*, <http://dew.globalsystemscience.org/about/allaboutdew>.

Pickle, J. D., and A. Gould, 2010, Software Manual for AnalyzingDigitalImages, embedded in AnalyzingDigitalImages software, 48 pp.

Pickle, J.D., J. Kirtley, and A. Gould, 2009, Global Systems Science's *ABCs of Digital Earth Watch Software*, Lawrence Hall of Science, University of California, Berkeley, [www.lhs.berkeley.edu](http://www.lhs.berkeley.edu), 44 pp.

2005 Lead author of Measuring Vegetation Health website: <http://mvh.sr.unh.edu>

2003 Revised New England Science Center Collaborative's *Climate Change Backpack*, 78 pp.

Pickle, J.D. and J. Kirtley, 2002, Global Systems Science's *Interpreting Satellite Images*, Lawrence Hall of Science, University of California, Berkeley, [www.lhs.berkeley.edu](http://www.lhs.berkeley.edu), 54 pp.

Pickle, J.D., C. Sneider, R. Golden, J.M. Seltzer, S. Velasquez, J. Snider, and A. Gould, 2002, Global Systems Science's *Ozone* (and accompanying Teacher Guide), Lawrence Hall of Science, University of California at Berkeley, [www.lhs.berkeley.edu](http://www.lhs.berkeley.edu).

Sneider, C., R. Golden, K. Barrett, A. Gould, and J. Pickle, 2004, *A New World View*, Lawrence Hall of Science, University of California, Berkeley, [www.lhs.berkeley.edu](http://www.lhs.berkeley.edu).

### d. Software Developed (<http://www.lawrencehallofscience.org/gss/rev/ip/index.html>)

*MovieTracker*, 2013 (latest version), analyze color, position, shape, size, and angle of objects in digital movies frame by frame

*AnalyzingDigitalImages*, 2013 (latest revision), analyze color, position, shape, size, and angle of objects in digital images

*DigitalImageBasics*, 2013 (latest revision), interactively explore basic concepts of digital images

*ColorBasics*, 2010 (latest revision), interactively explore the color space of digital images (red, green, blue), printers (yellow, magenta, cyan), and digital art (hue, saturation, value)

*ForestAnalysis*, 2008 (latest revision), interactively explore four digital maps of the loss of old growth forest across the United States during the past three centuries

*VegetationAnalysis*, 2008 (latest revision), interactively explore three satellite images from the USGS EarthShots website (<http://earthshots.usgs.gov/>) to analyze the change in land cover

### Software used in Museums

Ear Analysis software at the Museum of Science, Boston, MA, 2007, photograph, archive, analyze, and interact with digital images of museum-goers ears to explore natural variety of shapes and sizes

Pixel View software at the Museum of Science, Boston, MA, 2007, explore the effects of pixel size on what can be seen in digital images

Room Analysis software at the International Spy Museum, Washington, DC, 2007, see real time through digital images what has been misplaced in a room where participants have been looking for clues

### e. Synergistic Activities.

Board Member, Blue Hills Observatory (BHO), Milton, MA 1999-2013.  
Board Member, Museum Institutes for Teaching Science (MITS), 2003-2008  
Member of Steering Committee for New England Science Center Collaborative, 2002-2006.  
Vice Chair, Wastewater Advisory Committee to the Massachusetts Water Resource Authority (MWRA),  
2000-2006.

**f. Awards**

National Association of Independent Schools Teacher of the Future award, 2010

# OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

John Pickle  
39 Venner Road  
Arlington, MA 02476

Re: Appointment: Open Space Committee

Dear Mr. Pickle:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

*Marie A. Krepelka*

Marie A. Krepelka  
Board Administrator

MAK:fr



## Town of Arlington, Massachusetts

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### Master Plan Implementation Committee

#### Summary:

Charles Kalauskas  
Ralph Willmer  
(terms to expire 1/31/2019)

#### ATTACHMENTS:

| Type  | Description                            |
|---|--|
| <input type="checkbox"/> Reference Material | Kalauskas Reference, Willmer Reference |



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 25, 2015

TO: Board Members

SUBJECT: Appointment to Master Plan Implementation Committee

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This memo is to request the Board's approval of my appointment of Charlie Kalauskas to the Master Plan Implementation Committee with a term expiration date of 1/31/2019.

  
Town Manager



## Charles A. Kalauskas, PE

Principal

### BACKGROUND

Mr. Kalauskas, a transportation planner and civil engineer, has more than 40 years of experience in planning and design, environmental consulting and project development. With a diverse educational and professional practice background, Mr. Kalauskas serves BSC Group in several technical and management capacities. He directs multi-disciplinary teams of engineers, surveyors, scientists, planners and landscape architects on many community and site development and highway design projects. Additionally, he works closely with federal, state and local officials and citizen advisory groups and is thoroughly familiar with transportation, environmental and land use regulations at all levels of government to expedite permitting approval processes.

Prior to joining BSC, Mr. Kalauskas was the Manager of Design and Environmental Planning for the Boston Metropolitan Planning Organization, responsible for preparing the Boston region's Transportation Plan for Improved Air Quality and supervising the preparation of numerous transportation studies and environmental impact assessments.

### EDUCATION

**Master in City Planning**  
Harvard University  
Graduate School of Design

**B.S., Civil Engineering**  
Worcester Polytechnic  
Institute

### REGISTRATIONS

**Professional Engineer -**  
**MA**

### AFFILIATIONS

**American Society of Civil  
Engineers**

**Boston Society of Civil  
Engineers (Former  
President)**

**Institute of  
Transportation Engineers**

**American Council of  
Engineering Companies**

### PROJECT EXPERIENCE

#### Planning Studies

#### **Urban Renewal Plan (URP), Lower Broadway District, Everett, MA**

**Principal-in-Charge** working with the City of Everett and its newly formed redevelopment authority to develop and submit for approval an URP to revitalize the Lower Broadway District from its current substandard, decadent and blighted area to an opportunity for economic development attracting private investment. Project elements are focused on creating a plan and implementation pathway which fosters a strong identity and image, access to riverfront recreational opportunities, a high quality of life, diverse mix of uses and transportation modes, commercial and industrial job opportunities, as well as business opportunities for economic development, and increases to the city's tax base.

#### **Downtown Urban Renewal Plan, Southbridge, MA**

**Principal-in-Charge** working with the Southbridge Redevelopment Authority to prepare an urban renewal plan to revitalize the downtown Southbridge area. BSC first worked with the town to prepare a vision for the future of the entire downtown area. From that vision will come a definable urban renewal area and resulting urban renewal plan according to the requirement of M.G.L. Chapter 121B, including elements such as new housing, a new trailhead, roadway improvements, preservation of historic buildings, and streetscape improvements. BSC is also helped the Town identify potential funding sources for the recommended actions.

**Myles Standish Industrial Park, Taunton, MA**

**Principal in Charge** for the preparation of a re-use plan for 220 acres of the former Dever State School campus. The project involved assessment and inventory of all structures and infrastructure, formulation of a development plan and cost estimates, and preparation of an implementation strategy.

**Gardner Urban Renewal Plan, Gardner, MA**

**Principal-in-Charge** for landscape architecture and traffic engineering services in downtown Gardner. The project involved the evaluation of several intersection options to improve safety and traffic operations at West Gardner Square. BSC's work included the collection of vehicular and pedestrian data, projection of traffic due to the Urban Renewal Project, evaluation of roundabout and traffic signal options at the intersection of five streets. BSC prepared conceptual improvement plans and cost estimates, and simulated traffic operations using Simtraffic software for a presentation to the Traffic Commission. In addition, as over 60% of the structures in the URA were built prior to 1900, BSC landscape architects also developed a plan to protect and preserve the historic fabric of Gardner Center.

**Boynton Yards Master Plan, Somerville, MA**

**Project Manager** for preparation of master plan to revitalize 20-acre Boynton Yards area as an industrial park to include roadway and parcel layout and hazardous waste assessment.

**Hicks-Logan-Sawyer District Master Plan, New Bedford, MA**

**Principal-In-Charge** for the development of the Hicks Logan Sawyer District (HLS District) Master Plan, an effort undertaken by the City to create a vision for the revitalization of this historic industrial area. Located on the Acushnet River and served by exceptional regional access, the approximately 95-acre project area provides an untapped opportunity for creating a unique district and a gateway into the City. The project area has the potential to attract new jobs to the City, increase surrounding property values, and increase its contribution to the City's tax base.

**Downtown Crossing Identity and Branding Strategy, Boston, MA**

**Principal-in-Charge** for the development of strategies to revitalize Boston's Downtown Crossing. Working closely with the Boston Redevelopment Authority (BRA), BSC identified deficiencies in the roadway and pedestrian network and is currently evaluating preliminary roadway, pedestrian and circulation improvements in the area, as part of a proposed transportation, urban design, retail and marketing strategy to improve the district. In addition to serving as the local liaison for the consultant team, BSC provided its expertise in planning, design and cost estimating when evaluating preliminary improvements to the area, and supported the development of the pedestrian movement model and spatial model, conducting research, organizing and collecting the data necessary for these models. BSC coordinated the transportation planning effort with the Boston Transportation Department, the Public Works Department and the BRA to inform the study.

**Marlborough Brownfield Study, Marlborough, MA**

**Principal-in-Charge** for the evaluation of several brownfield sites near downtown Marlborough targeted for redevelopment. Project involved an extensive public participation process to determine a consensus on the best use for each parcel of land.

**Danvers State Hospital, Site Master Plan, Danvers, MA**

**Project Manager** for traffic and environmental planning for proposed re-use of 500-acre site, owned by the Commonwealth of Massachusetts, as part of a master plan prepared for the Towns of Danvers and Middleton.

**MassDevelopment On-Call Planning Services, Various Locations**

**Principal-in-Charge** for project assignments with MassDevelopment. Projects have included a site feasibility study for a transit-oriented redevelopment of a state owned parcel of land in Grafton, a transportation study for a 43D project development site in Littleton, and a transportation study for a proposed movie studio in Plymouth, MA.

**Transportation Studies**

**Belmont Center Parking Study, Belmont, MA**

**Principal-in-Charge** responsible for conducting parking studies in the three main business districts in Belmont. BSC conducted parking inventory and utilization analysis. Changes in the town's parking policy were recommended to improve short- and long-term parking availability and utilization.

**Belmont Street/Trapelo Road Corridor Planning Study, Belmont, MA**

**Principal-in-Charge** for the study of a 2.5-mile urban arterial corridor that involved traffic modeling, extensive public participation, conceptual design plans, and cost estimates to receive approval from MassHighway.

**Pleasant Street Corridor Planning Study, Belmont, MA**

**Principal-in-Charge** of transportation study to improve traffic flow, parking, and pedestrian safety. Scope includes: public presentations, reports, conceptual design, landscape architecture and signage for aesthetic improvements, and assisting the Town in soliciting federal and state transportation funding. Study area covers a two-mile segment of Pleasant Street/Route 60, an urban arterial traversing two commercial districts, a residential zone and a historic district.

**Arlington Center Traffic Improvements for Town of Arlington, MA**

**Principal-In-Charge** for a study of traffic conditions in Arlington Center focusing on reducing out through traffic on local residential streets, and improving traffic flow on arterial roadways.

**Traffic Flow Improvement Study, Wellesley, MA**

**Project Manager** for study to improve traffic flow through implementation of traffic signal optimization program along Washington Street Corridor.

**Russell Street/Water Street Neighborhood Traffic Study, Arlington, MA**

**Principal-In-Charge** of traffic planning for a residential neighborhood abutting Arlington Center. The study focused on alternative traffic circulation plans to minimize through traffic on local residential streets.

**Wakefield Center Revitalization Project, Wakefield, MA**

**Project Manager** for traffic circulation and parking plan to improve business conditions in the downtown area of this suburban community.

**Westborough Center Traffic and Parking Action Plan, Westborough, MA**  
*Project Manager* for traffic circulation and parking action plan for the central business district. Proposed several design alternatives with funding options.

**Great River Bridge EIR and Preliminary Design, Westfield, MA**  
*Principal-In-Charge* for environmental assessment, EIR/EA preparation, permitting strategy and preliminary design of erosion and sedimentation control measures, as well as traffic improvements and approach roadways for new bridge structure. Key issues include: traffic and parking impacts; wetlands, floodplains and water quality; historic property and parklands; and oil and hazardous materials.

**Streetscape Design**

**Downtown Streetscape Project, Pittsfield, MA**

*Principal-in-Charge* for the development of a comprehensive streetscape master plan for the downtown Pittsfield area. Working with the Mayor's Office, Community Development Department and Advisory Committee, a streetscape program was developed to upgrade the downtown using ornamental lighting, street trees, decorative pavement, historic markers, banners, signage and similar elements. Project tasks have included public meetings and interaction with downtown businesses and interest groups to integrate trees and lighting along the corridor while preserving views to businesses.

**Washington Square/Union Station Streetscape, Worcester, MA**

*Principal-in-Charge* for streetscape improvements associated with the installation of a roundabout within Washington Square in front of historic Union Station in Worcester, MA. Design scope included relocation of historic Christopher Columbus statue from the former rotary to a more prominent position in front of Union Station, as well as detailing for planting, design for the roundabout area, period clock and cost estimates for streetscape improvements throughout the Square. Streetscape elements were designed to enhance the historic setting of Union Station and link together various streetscape treatments found in abutting neighborhoods.

**Lee Gateway Enhancement Project, Lee, MA**

*Principal-in-Charge* for a streetscape project linking Massachusetts Turnpike Interchange with historic downtown Lee. The proposed design will provide a visually cohesive gateway treatment using ornamental lighting, street trees, ornamental fencing, historic markers, and signage. Detailed layout design and appropriate selection of trees was required to accommodate views to signage and supplement existing residential landscaping. Construction of the improvements will coincide with roadway resurfacing and new sidewalk installation by MassDOT. Once completed, visitors will enter Lee through a unified gateway corridor.

**Roadway Design**

**Hayden Avenue Area, Roadway Improvements, Lexington, MA**

*Principal-In-Charge* for the roadway reconstruction and intersection improvements in the Hayden Avenue area of Lexington, MA. The project included

the design of a traffic signal at Spring Street and Hayden Avenue, a traffic signal at Spring Street and Concord Avenue, and the design and environmental permitting for a new sidewalk and bike accommodation for approximately one mile along Hayden Avenue to the intersection of Waltham Street.

**Washington Avenue Reconstruction, Chelsea, MA**

**Principal-In-Charge** for the design of improvements to a heavily traveled urban arterial. The multi-faceted project incorporates several goals, including combined sewer separation, water main replacement, roadway and sidewalk reconstruction, and streetscape improvements. The design incorporates traffic improvements, including upgrades to several busy intersections, as well as coordination with the MBTA, whose buses serve the corridor. Pedestrian safety is also a prime consideration, along with MAAB and ADA accommodation, via ramps, pavement selection, and the inclusion of crosswalks.

**Route 31 Reconstruction for Connecticut Department of Transportation, Coventry, CT**

**Principal-in-Charge** for project providing combined transportation engineering and landscape architecture to Town of Coventry on their downtown enhancement project, consisting of Main Street reconstruction as part of ConnDOT's pilot Context Sensitive Solutions (CSS) project under the Federal Highway Administration's (FHWA) CSS program and a building façade improvement and signage study for the Village and Gateway districts, funded by the Small Town Economic Assistance Program (STEAP), administered by the state Office of Policy and Management.

**Arcand Drive Extension, Lowell, MA**

**Principal-In-Charge** of preparation of contract documents for building demolition, roadway reconstruction, traffic signal improvements, trolley track relocation and a new urban pocket park to support improved access to the new Tsongas Civic Arena in downtown Lowell.

**Reconstruction of Route 62, Hudson, MA**

**Principal-In-Charge** for final design/contract document preparation to reconstruct over two miles of Route 62. Project design was funded with Chapter 90 state aid funds; construction funds are from a federal aid program. Issues addressed included: pavement design, pedestrian traffic, streetscape in downtown business district, and wetlands impacts.

**Pleasant Street Reconstruction for Town of Belmont, MA**

**Principal-In-Charge** of study and ongoing final design/PS&E preparation to improve aesthetics, traffic flow, parking, and pedestrian safety along a two-mile segment of Pleasant Street/Route 60, an urban arterial traversing two commercial districts, a residential zone and an historic district. Along with roadway and intersection design, scope includes public presentations, aesthetic improvements, and assisting the town in soliciting federal and state transportation funding.

**Belmont Street Reconstruction for Town of Belmont, MA**

**Principal-In-Charge** for preliminary through final design of full-depth reconstruction for one-mile of suburban roadway with new signalized intersection. BSC provided traffic engineering for signalization, signage and pavement markings and intersection layout.

**Reconstruction of Various Streets, Boston, MA for Boston Public Works Department**

**Principal-In-Charge** for survey, engineering, plans, specifications, contract documents and construction administration to reconstruct streets and intersections in various neighborhoods throughout the City.

**South Worcester Industrial Park, Worcester, MA**

**Principal-In-Charge** for the design of roadway improvements in an urban industrial area. The focus of the project was to separate the residential neighborhood from the industrial areas by creating new cul-de-sacs and other traffic calming treatments. Phase I of the project was completed previously and improved access from Southbridge Street into the industrial area. Phase II built on the earlier phase, reconstructing Gardner, Armory and Southgate Streets with a similar cross section to the Phase I design. A total of 1500 linear feet of roadway was redesigned to conform to the City of Worcester requirements. A new drainage system was designed to separate the previous combined system.

**Neponset River Esplanade for the Massachusetts Department of Conservation and Recreation, Milton to Boston, MA**

**Principal-In-Charge** for engineering design, environmental permitting and construction administration services for the Neponset River Esplanade project along the Neponset River in Milton and Boston. A primary trail is being created by reducing the width of the existing paved shoulder along portions of Truman Highway in Boston and Milton, and creating an eight foot wide paved trail (about 2.2 miles in length) in this area and on the non-paved adjacent shoulder. An infiltration trench has been installed between the trail and the roadway to collect runoff from the trail for attenuation, groundwater recharge and treatment. Existing catch basins located in the gutter were retained and incorporated into the infiltration trench. New catch basins were installed in the new gutter and connected to the existing drainage system. As part of the park rehabilitation in the adjacent Martini Shell Park and Field House Park, BSC designed recharge systems for driveway and parking lot runoff.

**Site Design and Permitting****Waltham Watch Factory, Waltham, MA**

**Principal-In-Charge** for the reconstruction of the existing Waltham Watch facility located along the banks of the Charles. BSC is providing civil/site design, environmental permitting and landscape architecture as well as traffic mitigation required by the city that resulted in modifications to traffic signals at two intersections and restriping of Crescent and Prospect Streets along the front of the facility. The site contains the last portion of the riverwalk to be completed along the Charles, stretching from Boston Harbor to the Norumbega site in Newton. Particular attention was required along the riverwalk to ensure sufficient width for emergency vehicles between the river and the buildings, and careful grading design to provide sufficient slope for drainage while ensuring that floodplain storage was not impacted. Landscaping elements along the riverwalk and in other parts of the site consisted of a variety of pavers, benches and an iron fence mounted on a granite curb parallel to the river.

**2 Wayside Road Office Building, Burlington, MA**

**Principal Traffic Engineer** for traffic impact study and preparation of traffic mitigation plan for a 300,000 square-foot office building complex. Work required extensive coordination with town officials, public presentations and meetings with MassHighway to coordinate traffic improvements with other developments in the vicinity of the site.

**Parkway Plaza Mixed Use Development, Chelsea, MA**

**Principal-In-Charge** working for a national retail developer to prepare a traffic impact assessment for a retail and housing development at and underutilized shopping center. Work included development of traffic mitigation plans, such as signal improvements and traffic calming of local neighborhood streets. Project required public participation, coordination with city officials in Chelsea and Revere, and the preparation of an Environmental Impact report for MEPA.

**Traffic Improvements**

**Improvements to Two Intersections, Town of Hudson, MA**

**Principal-In-Charge** to provide transportation design services to improve traffic operations at two locations in Hudson, MA: the Washington Street/Park Street/School Street and the Brigham Street/Chapin Road intersections. The scope included design of signal systems for two presently unsignalized intersections, minor geometric improvements, and accommodations for future signalization at one intersection, which is controlled by a flashing beacon installation.

**Improvements at Four Intersections, Lexington, MA**

**Principal-In-Charge** for intersection widening, traffic island construction, traffic channelization, construction phase administration and field supervision for improvements to four intersections in the south section of Lexington. Three locations required close coordination with MassHighway in the review and approval processes. Since the four intersections were near residential neighborhoods, BSC presented the proposed alternatives before citizen groups to help earn public support for the project.

**Massachusetts Ave. Intersection Safety Improvements, East Lexington, MA**

**Principal-In-Charge** for a roadway re-construction and traffic signal design project for three intersections along Massachusetts Avenue in Lexington, MA. The project area is approximately 3,500 feet long and extends from Pleasant Street to Marrett Road. There are three major unsignalized intersections as well as several pedestrian crossings currently under evaluation by BSC. Main project issues being addressed by BSC include pedestrian and vehicular safety, bicycle accommodation, gaining public support, and sensitivity to historic issues as the entire length of the project is included within the East Lexington Historic District. The project will improve pedestrian, bicycle and vehicular traffic safety as well as improve overall traffic operations in the area.

**Traffic Calming, Chelsea, MA**

**Principal-In Charge** for providing transportation engineering services to develop traffic calming strategies to provide a safer and more livable environment for

pedestrians, bicyclists, and motorists. The effectiveness of the traffic calming strategies will be measured by traffic volume and speed data collected before and after the implementation of a pilot project.

### Peer Reviews

#### **Alexan Concord Comprehensive Permit, Traffic Peer Review, Acton, MA**

**Principal-in-Charge** on behalf Board of Appeals for review of traffic impacts associated with proposed 350 residential units located in Concord with driveway access in Acton. The review included detailed signal warrant analysis, recommendations on pedestrian and bicycle accommodation and safety analysis as well as traffic monitoring upon project completion and occupancy. BSC provided alternative alignment plans to improve roadway geometry at the primary vehicular access to the site. Prepared mitigation recommendations, which were approved by the project proponent. Mitigation measures included sidewalk design, intersection realignment, incorporation of turning lanes, and ongoing traffic monitoring to determine need for future signalization.

#### **CVS Pharmacy, Peer Review, Arlington, MA**

**Principal-in-Charge** for a review on behalf of the Arlington Redevelopment Board traffic impact study, of a site plan for a proposed CVS Pharmacy on Massachusetts Avenue. The review involved site visits, verification of traffic data and analysis, evaluation of the proposed driveway location and pedestrian safety as well as on-site circulation, presentation to the Redevelopment Board and coordination with Town officials and the proponent's traffic consultant.

#### **McLean Hospital, Belmont, MA**

**Principal-In-Charge** for the review of the impact of the proposed full scale development on the local roadways system together with proposed mitigation plans which included roadway widening and the addition of two new traffic signals which would become part of an interconnected signal system comprised of six signals. BSC recommended changes in the mitigation design plans to better accommodate pedestrians and bicyclists and to improve traffic flows through the optimization of signal timing. BSC worked closely with the development team's traffic consultant to revise plans and gain approval from the Town Planning Board.

#### **Belmont Uplands Plan Review, Belmont, MA**

**Principal-In-Charge** for the review of traffic impacts associated with the proposed development of a 242,500 sf office or laboratory building, and a 200-unit residential condominium on the same site located off Acorn Road in Belmont. Review included a traffic study report and roadway conceptual improvement plans for the frontage road. BSC recommended additional consideration of several impacted intersections, with associated mitigation.

#### **Traffic Advisory Services to Assist the Town of Arlington in the Review of Site Development Projects**

**Principal-In-Charge** for review of proposed site development projects in the Massachusetts Avenue Corridor (including Super Stop & Shop, Osco Drugstore, Jiffy Lube and a 174 unit residential complex), and Gold's Gym in Arlington Heights. Analyzed plans submitted by developers and, as necessary, recommended further action as part of the town's site plan review process.

# OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
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TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

Charles Kalauskas  
29 Kensington Park  
Arlington, MA 02476

Re: Appointment: Master Plan Implementation Committee

Dear Mr. Kalauskas:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

*Marie A. Krepelka*

Marie A. Krepelka  
Board Administrator

MAK:fr



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: September 25, 2015

TO: Board Members

SUBJECT: Appointment to Master Plan Implementation Committee

---

This memo is to request the Board's approval of my appointment of Ralph Willmer to the Master Plan Implementation Committee with a term expiration date of 1/31/2019.

  
Town Manager

**RALPH R. WILLMER, FAICP**  
17 Walnut Court  
Arlington, MA 02476  
617.894.7598  
[ralph.willmer@gmail.com](mailto:ralph.willmer@gmail.com)  
<http://www.linkedin.com/in/ralphwillmerfaicp>

## ***EXPERIENCE***

### **Senior Planner/Project Manager**

**2005 – present**

*Vanasse Hangen Brustlin, Inc. (VHB), Watertown, MA*

- Manage multiple, complex projects for municipal, state agency, and private sector entities
- Engage with municipal boards, commissions, steering committees, and stakeholders to develop a mutual understanding of project vision, issues and complexities
- Design, deliver and facilitate presentations to public and private sector partners and stakeholder groups
- Prepare zoning and other land use regulation revisions and updates
- Develop master plans, and plans for open space/recreation and housing
- Create downtown and village center revitalization plans to promote housing and economic development
- Coordinate planning and federal, state, and local permitting for development projects
- Promote and market planning services to prospective clients. To date, have successfully written proposals for 50+ projects, with budgets ranging from \$10,000 to over \$200,000, which generated over \$4M in revenues for the firm
- Supervise and mentor staff and interns and coordinate multi-disciplinary project teams

### **Director of Planning Services**

**1983 – 2005**

*McGregor & Associates, P.C., Boston, MA*

- Established and led innovative land use planning department at the law firm, successfully managing over 200 projects and a team of up to four to six staff
- Coordinated land use and environmental review and permitting for variety of public and private sector projects, including some multi-year projects
- Cultivated client base for new land use planning practice that enhanced firm's existing client base
- Built internal systems and policies for the practice to provide consistent services for clients
- Engaged in new client relationships, successfully generating new and repeat business

### **Director of Planning**

**1980 – 1983**

*Cambridge Economic Opportunity Committee, Inc., Cambridge, MA*

- Directed and completed successful project to educate multi-ethnic community about energy conservation and utility consumer rights
- Compiled and provided progress reports to federal and state government agencies on grant programs
- Reviewed and analyzed new regulations and regulatory changes to energy, health, and housing programs
- Developed and implemented work plan for community action agency

## **EDUCATION**

**M.A.,** *Urban and Environmental Policy*, Tufts University, Medford, MA

**B.S.,** *Resources Management*, State University of New York College of Environmental Science and Forestry, Syracuse, NY

## **CERTIFICATIONS**

College of Fellows - elected 2010, American Institute of Certified Planners - certified 1992  
National Charrette Institute Charrette Planner – certified 2007

## **MEMBERSHIPS & ASSOCIATIONS**

- 2003 – present: Chair, Board of Directors, Citizen Planner Training Collaborative (CPTC) and Member, Board of Directors, Massachusetts Association of Planning Directors (MAPD)
- 2003 – present: Practitioner Member of the Site Visit Pool, Planning Accreditation Board
- 2002 – present: Alternate Delegate for the Town of Arlington, Metropolitan Area Planning Council (MAPC); Member, MAPC Legislative Committee
- 2002 – 2006: Chair, Environmental Planning Division, American Planning Association (APA)
- 1998 – 2002: National Board of Directors, APA
- 1994 – 2010: APA National Legislative and Policy Committee
- 1991 – 1995: President, Massachusetts Chapter, APA
- 1996 – present: Member, Zoning Reform Working Group
- Former President and Board Member, Massachusetts Association of Consulting Planners

## **AWARDS**

2014 – MA APA Award for Comprehensive Planning – *Hudson, MA Master Plan*  
2011 – New Hampshire Planners Association Plan of the Year – *Bedford, NH 2010 Master Plan Update*  
2009 – MAPD/MA APA Award for Comprehensive Planning – *Southborough, MA Master Plan*  
2008 – Central MA Regional Planning Commission Award for the *Charlton Master Plan*  
1998 – MA APA Distinguished Service Award for service to the MA Chapter of APA  
1998 – APA National Planning Award for Distinguished Contribution, Legislative and Policy Committee  
1996 – RI APA Chapter Honorable Mention, *Cost of Community Services in Southern New England*  
1996 – MA APA Chapter Merit Award for a Planning Project, *Cost of Community Services in Southern New England*

## **MISCELLANEOUS**

MA Cycling Coach and fundraising participant – MA Chapter of the Leukemia and Lymphoma Society Team in Training Program

## OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

September 21, 2015

Ralph Willmer  
17 Walnut Court  
Arlington, MA 02476

Re: Appointment: Master Plan Implementation Committee

Dear Mr. Willmer:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,  
BOARD OF SELECTMEN

Marie A. Krepelka  
Board Administrator

MAK:fr



## **Town of Arlington, Massachusetts**

---

**Request: All Alcohol License update of New Officer/Director**

**Summary:**

Not Your Average Joe's, 645 Massachusetts Avenue, Christine MacDonald

**ATTACHMENTS:**

| Type  | Description             |
|---|-------------------------|
| <input type="checkbox"/> Reference Material | ABCC application packet |

# NOT YOUR AVERAGE JOE'S

September 25, 2015

Town of Arlington  
Board of Selectmen's Office  
730 Mass Avenue  
Arlington, MA 02476

Dear Sir/Madam:

Enclosed please find an application to update the New Officer/Director for Not Your Average Joe's.  
Please let me know if you need any additional information to process this request with the ABCC.

Thank you,



Christine MacDonald  
[cmacdonald@nyajoes.com](mailto:cmacdonald@nyajoes.com)  
774.213.2949

2 GRANITE AVE, SUITE 300  
MILTON, MA 02186  
T 774.213.2800 F 774.213.2899

[WWW.NYAJ.COM](http://WWW.NYAJ.COM)



Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street, First Floor  
Boston, MA 02114

PETITION FOR TRANSFER OF OWNERSHIP, TRANSFER OF STOCK, NEW OFFICER(S),  
DIRECTOR(S), STOCKHOLDER(S) AND LLC MANAGER(S)

003000025

ABCC License Number

Arlington

City/Town

The licensee A. Not Your Average Joe's and the proposed transferee B. Not Your Average Joe's respectfully petition the Licensing Authorities to approve the following transfer of ownership. Any Corporation, LLC or Association, Partnership, Individual, Sole Proprietor Listed in box (A.) must submit a certificate of good standing from the Massachusetts Department of Revenue (DOR).

Is the PRESENT licensee a Corporation/LLC listed in box (A.), duly registered under the laws of the Commonwealth of Massachusetts?

☒ Yes ☐ No If YES, please list the officers, directors and stockholders, their residences, and shares owned by each.

| Name                | Title                   | Address                            | Stock or % Owned |
|---------------------|-------------------------|------------------------------------|------------------|
| Stephen Silverstein | Pres/Treasurer/Director | 8 Eagle Drive, Dartmouth, MA 02748 |                  |
|                     |                         |                                    |                  |
|                     |                         |                                    |                  |
|                     |                         |                                    |                  |
|                     |                         |                                    |                  |

Is the PROPOSED transferee a Corporation/LLC listed in box (B.), duly registered under the laws of the Commonwealth of Massachusetts?

☒ Yes ☐ No

TO: (Place an \* before the name of each DIRECTOR/LLC Manager.)

| Name                 | Title         | Address   | Stock or % Owned |
|----------------------|---------------|---|------------------|
| *Stephen Silverstein | President     | 8 Eagle Drive, Dartmouth, MA 02748              | 5.97             |
| *Joseph McGuire      | CFO/Secretary | 35 Joanna Drive, Foxboro, MA 02035              | 4.08             |
| *Albert Baldocchi    | Director      | 1958 Vallejo Street #3, San Francisco, CA 94123 | .91              |
| *Stephen Karp        | Director      | 3 Possum Road, Weston, MA 02493                 | 4.89             |
| *Joseph O'Donnell    | Director      | 776 Boylston Street Unit 11B, Boston, MA 02116  | 7.59             |

The above named proposed transferee hereby joins in this petition for transfer of said license.

SIGNATURE OF LAST-APPROVED LICENSEE:

(If a Corporation/LLC, by its authorized representative)

SIGNATURE OF PROPOSED TRANSFEEE:

Date Signed

9.24.15

## APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Arlington

### 1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Not Your Average Joe's Inc

B. Business Name (if different) : Not Your Average Joe's

C. Manager of Record: Peter Lowrie

D. ABCC License Number (for existing licenses only) : 003000025

E. Address of Licensed Premises: 645 Main Street

City/Town: Arlington

State: MA

Zip: 02476

F. Business Phone: 781.643.1666

G. Cell Phone: 781.643.1888

H. Email: cmacdonald@nyajoes.com

I. Website: nyajoes.com

J. Mailing address (If different from E.): 2 Granite Avenue, Suite 300

City/Town: Milton

State: MA

Zip: 02186

### 2. TRANSACTION:

- ☐ New License    ☒ New Officer/Director    ☐ Transfer of Stock    ☐ Issuance of Stock    ☐ Pledge of Stock  
☐ Transfer of License    ☐ New Stockholder    ☐ Management/Operating Agreement    ☐ Pledge of License

The following transactions must be processed as new licenses:

- ☐ Seasonal to Annual    ☐ (6) Day to (7)-Day License    ☐ Wine & Malt to All Alcohol

**IMPORTANT ATTACHMENTS (1):** The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

### 3. TYPE OF LICENSE:

- ☒ \$12 Restaurant    ☐ \$12 Hotel    ☐ \$12 Club    ☐ \$12 Veterans Club    ☐ \$12 Continuing Care Retirement Community  
☐ \$12 General On-Premises    ☐ \$12 Tavern (No Sundays)    ☐ \$15 Package Store

### 4. LICENSE CATEGORY:

- ☒ All Alcoholic Beverages    ☐ Wines & Malt Beverages    ☐ Wines    ☐ Malt  
☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

### 5. LICENSE CLASS:

- ☒ Annual    ☐ Seasonal

**6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)**

NAME: Christine MacDonald

ADDRESS: Not Your Average Joe's, 2 Granite Avenue, Suite 300

CITY/TOWN: Milton

STATE: MA

ZIP CODE: 02186

CONTACT PHONE NUMBER: 774.213.2949

FAX NUMBER: 774.213.2899

EMAIL: cmacdonald@nyajoes.com

**7. DESCRIPTION OF PREMISES:**

Please provide a complete description of the premises. Please note that this must be identical to the description on the Form 43. **Your description MUST include: number of floors, number of rooms on each floor, any outdoor areas to be included in licensed area, and total square footage.** i.e.: "Three story building, first floor to be licensed, 3 rooms, 1 entrance 2 exits (3200 sq ft); outdoor patio (1200 sq ft); Basement for storage (1200 sq ft). Total sq ft = 5600."

Single story full service restaurant with seating for 140 and total square footage of approximately 6,400 square feet including basement storage, 2 entrance and 2 exits.

Total Square Footage: 6400

Number of Entrances: 2

Number of Exits: 2

Occupancy Number: 150

Seating Capacity: 140

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor & room.

**8. OCCUPANCY OF PREMISES:**

By what right does the applicant have possession and/or legal occupancy of the premises?

Final Lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n): Corporation

Other:

Name: Key West Realty Inc

Phone:

Address: 63 Trapelo Road

City/Town: Belmont

State: MA

Zip: 02478

Initial Lease Term: Beginning Date 1/1/1996

Ending Date 12/30/2000

Renewal Term:

Options/Extensions at: Years Each

Rent: \$162,000.00 Per Year

Rent: Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?  
Yes ☐ No ☒

If Yes, Landlord Entity must be listed in Question # 10 of this application.

If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

**9. LICENSE STRUCTURE:**

The Applicant is a(n):

Corporation

Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

3/29/1999

State of Incorporation/Organization:

Delaware

Is the Corporation publicly traded? Yes ☐ No ☒**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license.

**IMPORTANT ATTACHMENTS (4):**A. All individuals or entities listed below are required to complete a Personal Information Form.B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form (unless they are a landlord entity)

| Name                             | All Titles and Positions | Specific % Owned | Other Beneficial Interest |
|----------------------------------|--------------------------|------------------|---------------------------|
| Stephen Silverstein              | President                | 5.97             |                           |
| Joseph McGuire                   | CFO/Secretary            | 4.08             |                           |
| Albert Baldocchi                 | Director                 | .91              |                           |
| Stephen Karp                     | Director                 | 4.89             |                           |
| Joseph O'Donnell                 | Director                 | 7.59             |                           |
| BRS Restaurant Holdings LLC      | Shareowner               | 16.89            |                           |
| BRS Coinvest Restaurant Holdings | Shareowner               | 5.12             |                           |
| Tom Baldwin                      | Director                 | 0                |                           |
| Nicholas Sheppard                | Director                 | 0                |                           |

\*If additional space is needed, please use last page.

**11. EXISTING INTEREST IN OTHER LICENSES:**

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☒ No ☐ If yes, list said interest below:

| Name         | License Type  | Licensee Name & Address |
|--------------|---------------|-------------------------|
| See Attached | Please Select |                         |
|              | Please Select |                         |
|              | Please Select |                         |
|              | Please Select |                         |
|              | Please Select |                         |
|              | Please Select |                         |

\*If additional space is needed, please use last page.

## Additional Space

Please note which question you are using this space for.

### 10. Interest In License

Doreen Thompson -Board of Director - None

Stephen Hislop - Board of Director - None

**12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:**

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☒ No ☐ If yes, list said interest below:

| Name         | Licensee Name & Address | Date | Reason Terminated |
|--------------|-------------------------|------|-------------------|
| See Attached |                         |      | Please Select     |
|              |                         |      | Please Select     |
|              |                         |      | Please Select     |

**13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:**

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

| Date | License | Reason of Suspension, Revocation or Cancellation |
|------|---------|--|
|      |         |  |
|      |         |  |
|      |         |  |

**14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :****A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☐ No ☐
2. Are you a Massachusetts Residents? Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are all Directors/LLC Managers U.S. Citizens? Yes ☐ No ☐
2. Are a majority of Directors/LLC Managers Massachusetts Residents? Yes ☐ No ☐
3. Is the License Manager a U.S. Citizen? Yes ☐ No ☐

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☐ No ☐

**15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:****A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)? Yes ☐ No ☐
2. Is the License Manager or Principal Representative a U.S. Citizen? Yes ☐ No ☐

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☐ No ☐

**16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:**

A. Purchase Price for Real Property:

B. Purchase Price for Business Assets:

C. Costs of Renovations/Construction:

D. Initial Start-Up Costs:

E. Purchase Price for Inventory:

F. Other: (Specify)

**G: TOTAL COST****H. TOTAL CASH****I. TOTAL AMOUNT FINANCED**

**IMPORTANT ATTACHMENTS (5):** Any individual, LLC, corporate entity, etc. providing funds of \$50,000 or greater towards this transaction, must provide proof of the source of said funds. Proof may consist of three consecutive months of bank statements with a minimum balance of the amount described, a letter from your financial institution stating there are sufficient funds to cover the amount described, loan documentation, or other documentation.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

**17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):**

\*If additional space is needed, please use last page.

**18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:**

A.

| Name | Dollar Amount | Type of Financing |
|------|---------------|-------------------|
|      |               |                   |
|      |               |                   |
|      |               |                   |

\*If additional space is needed, please use last page.

B. Does any individual or entity listed in §17 or §18 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☐

If yes, please describe:

**19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)**

A.) Is the applicant seeking approval to pledge the license? ☐ Yes ☐ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock? ☐ Yes ☐ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory? ☐ Yes ☐ No

If yes, to whom:

**IMPORTANT ATTACHMENTS (6):** If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**20. CONSTRUCTION OF PREMISES:**

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☐ Yes ☒ No

**21. ANTICIPATED OPENING DATE:**

IF ALL OF THE INFORMATION AND  
ATTACHMENTS ARE NOT COMPLETE  
THE APPLICATION WILL BE  
**RETURNED**



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |                |
|----------------------------|----------------------------|--|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) | 003000025              |                |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                | [REDACTED]             |                |

**2. PERSONAL INFORMATION:**

|                           |                            |                      |              |                |
|---------------------------|----------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Stephen Silverstein        | B. Home Phone Number | 508.328.9859 |                |
| C. Address                | 8 Eagle Drive              |                      |              |                |
| D. City/Town              | Dartmouth                  | State                | MA           | Zip Code 02748 |
| E. Social Security Number | [REDACTED]                 | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | Not Your Average Joe's Inc |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Holds stock and stock options worth up to 5.97% of the company

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |           |                                     |         |
|-----------|-----------|-------------------------------------|---------|
| Signature |           | Date                                | 9.24.15 |
| Title     | President | (If Corporation/LLC Representative) |         |



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |          |       |
|----------------------------|----------------------------|--|------------------------|----------|-------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |          |       |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) | 003000025              |          |       |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code | 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                | [REDACTED]             |          |       |

**2. PERSONAL INFORMATION:**

|                           |                            |                      |              |          |       |
|---------------------------|----------------------------|----------------------|--------------|----------|-------|
| A. Individual Name        | Joseph McGuire             | B. Home Phone Number | 508.472.8360 |          |       |
| C. Address                | 35 Joanna Drive            |                      |              |          |       |
| D. City/Town              | Foxboro                    | State                | MA           | Zip Code | 02035 |
| E. Social Security Number | [REDACTED]                 | F. Date of Birth     | [REDACTED]   |          |       |
| G. Place of Employment    | Not Your Average Joe's Inc |                      |              |          |       |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime?

Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Holds stock options worth up to 4% of the Company

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |                                   |                                     |         |
|-----------|-----------------------------------|-------------------------------------|---------|
| Signature |                                   | Date                                | 9.24.15 |
| Title     | Chief Financial Officer/Secretary | (If Corporation/LLC Representative) |         |



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*239 Causeway Street*  
*Boston, MA 02114*  
*[www.mass.gov/abcc](http://www.mass.gov/abcc)*

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |                |
|----------------------------|----------------------------|--|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) | 003000025              |                |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                | [REDACTED]             |                |

**2. PERSONAL INFORMATION:**

|                           |                               |                      |              |                |
|---------------------------|-------------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Joseph O'Donnell              | B. Home Phone Number | 617.499.2700 |                |
| C. Address                | 776 Boylston Street, Unit 11B |                      |              |                |
| D. City/Town              | Boston                        | State                | MA           | Zip Code 02116 |
| E. Social Security Number | [REDACTED]                    | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | Belmont Capital LLC           |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Shareholder with stocks worth up to 8.71% of the company

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |                               |                                     |           |
|-----------|-------------------------------|-------------------------------------|-----------|
| Signature |                               | Date                                | 8.11.2015 |
| Title     | Board of Director/Shareholder | (If Corporation/LLC Representative) |           |



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*239 Causeway Street*  
*Boston, MA 02114*  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |                |
|----------------------------|----------------------------|--|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) |                        |                |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                |                        |                |

**2. PERSONAL INFORMATION:**

|                           |                        |                      |              |                |
|---------------------------|------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Albert Baldocchi       | B. Home Phone Number | 303-588-8158 |                |
| C. Address                | 1958 Vallejo Street #3 |                      |              |                |
| D. City/Town              | San Francisco          | State                | CA           | Zip Code 94123 |
| E. Social Security Number |                        | F. Date of Birth     |              |                |
| G. Place of Employment    | Self Employed          |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Director/Shareholder with stock worth up to .91% of the company

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |   |      |           |
|-----------|---|------|-----------|
| Signature |   | Date | 8.11.2015 |
| Title     | Board of Director/Shareholder (If Corporation/LLC Representative) |      |           |



*The Commonwealth of Massachusetts*  
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239 Causeway Street  
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**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |                |
|----------------------------|----------------------------|--|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) | 003000025              |                |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                | [REDACTED]             |                |

**2. PERSONAL INFORMATION:**

|                           |                         |                      |              |                |
|---------------------------|-------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Stephen Karp            | B. Home Phone Number | 781.894.3005 |                |
| C. Address                | 3 Possum Road           |                      |              |                |
| D. City/Town              | Weston                  | State                | MA           | Zip Code 02493 |
| E. Social Security Number | [REDACTED]              | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | New England Development |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

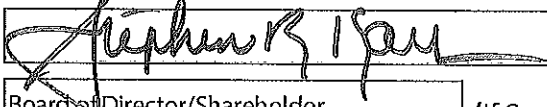
Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Shareholder with stocks worth up to 3.54% of the company

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |   |                                     |         |
|-----------|---|-------------------------------------|---------|
| Signature |  | Date                                | 9.24.15 |
| Title     | Board of Director/Shareholder   | (If Corporation/LLC Representative) |         |



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**PERSONAL INFORMATION FORM**

Each individual listed in Section 1.0 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |                        |  |                |
|----------------------------|----------------------------|------------------------|--|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba) | Not Your Average Joe's                           |                |
| C. Address                 | 645 Mass Avenue            |                        | D. ABCC License Number<br>(If existing licensee) | 003000025      |
| E. City/Town               | Arlington                  | State                  | MA   | Zip Code 02476 |
| F. Phone Number of Premise | 781.453.9300               | G. EIN of License      | [REDACTED]                                       |                |

**2. PERSONAL INFORMATION:**

|                           |                    |                      |              |                |
|---------------------------|--------------------|----------------------|--------------|----------------|
| A. Individual Name        | Doreen Thompson    | B. Home Phone Number | 508.655.7355 |                |
| C. Address                | 101 Everett Street |                      |              |                |
| D. City/Town              | Natick             | State                | MA           | Zip Code 01760 |
| E. Social Security Number | [REDACTED]         | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | TJX Companies      |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

NONE

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

[Signature]

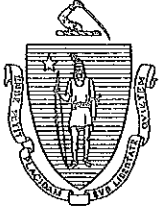
Date

8/11/15

Title

Board of Director

(If Corporation/LLC Representative)



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*239 Causeway Street*  
*Boston, MA 02114*  
*[www.mass.gov/abcc](http://www.mass.gov/abcc)*

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |                        |  |                |
|----------------------------|----------------------------|------------------------|--|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba) | Not Your Average Joe's                           |                |
| C. Address                 | 645 Mass Avenue            |                        | D. ABCC License Number<br>(If existing licensee) | 003000025      |
| E. City/Town               | Arlington                  | State                  | MA   | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License      | [REDACTED]                                       |                |

**2. PERSONAL INFORMATION:**

|                           |                                |                      |              |                |
|---------------------------|--------------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Thomas Baldwin                 | B. Home Phone Number | 212.521.3733 |                |
| C. Address                | 15 Pheasant Lane               |                      |              |                |
| D. City/Town              | Menands                        | State                | NY           | Zip Code 12204 |
| E. Social Security Number | [REDACTED]                     | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | Bruckmann Rosser Sherrill & Co |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

NONE

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

Date

8.14.2015

Title

Board of Director

(If Corporation/LLC Representative)



*The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)*

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |  |                        |                |
|----------------------------|----------------------------|--|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                           | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number<br>(If existing licensee) | 003000025              |                |
| E. City/Town               | Arlington                  | State  | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                                | [REDACTED]             |                |

**2. PERSONAL INFORMATION:**

|                           |                                |                      |              |                |
|---------------------------|--------------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Nicholas Sheppard              | B. Home Phone Number | 203.990.0492 |                |
| C. Address                | 8 Long View Avenue             |                      |              |                |
| D. City/Town              | Riverside                      | State                | CT           | Zip Code 06878 |
| E. Social Security Number | [REDACTED]                     | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | Bruckmann Rosser Sherrill & Co |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

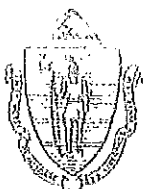
NONE

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

|           |                      |                                     |         |
|-----------|----------------------|-------------------------------------|---------|
| Signature | <u>Nich Sheppard</u> | Date                                | 9.24.15 |
| Title     | Board of Director    | (If Corporation/LLC Representative) |         |



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**PERSONAL INFORMATION FORM**

Each individual listed in Section 10 of this application must complete this form.

**1. LICENSEE INFORMATION:**

|                            |                            |   |                        |                |
|----------------------------|----------------------------|---|------------------------|----------------|
| A. Legal Name of Licensee  | Not Your Average Joe's Inc | B. Business Name (dba)                        | Not Your Average Joe's |                |
| C. Address                 | 645 Mass Avenue            | D. ABCC License Number (if existing licensee) | 003000025              |                |
| E. City/Town               | Arlington                  | State   | MA                     | Zip Code 02476 |
| F. Phone Number of Premise | 781.643.1666               | G. EIN of License                             | [REDACTED]             |                |

**2. PERSONAL INFORMATION:**

|                           |                         |                      |              |                |
|---------------------------|-------------------------|----------------------|--------------|----------------|
| A. Individual Name        | Steven Hislop           | B. Home Phone Number | 615.351.8429 |                |
| C. Address                | 11909 Musket Rim Street |                      |              |                |
| D. City/Town              | Austin                  | State                | TX           | Zip Code 78738 |
| E. Social Security Number | [REDACTED]              | F. Date of Birth     | [REDACTED]   |                |
| G. Place of Employment    | Chuy's                  |                      |              |                |

**3. BACKGROUND INFORMATION:**

Have you ever been convicted of a state, federal or military crime?

Yes ☐ No ☒

*If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.*

**4. FINANCIAL INTEREST:**

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

N/A

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

*I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:*

Signature

*Steven Hislop*

Date

9/24/15

Title

Board of Director

(If Corporation/LLC Representative)



## **Town of Arlington, Massachusetts**

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**CITIZENS OPEN FORUM**



## **Town of Arlington, Massachusetts**

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**For Approval: Sec. 19 Ethics Disclosure of Brian Hasbrouck**

**Summary:**

Douglas W. Heim, Town Counsel

**ATTACHMENTS:**

| Type  | Description  |
|---|--------------|
| <input type="checkbox"/> Reference Material | DISC 19 Form |

Brian Hasbrouck  
46 Sherborn St.  
Arlington MA 02474

RECEIVED  
SELECTMEN'S OFFICE  
SEP 21 2 12 PM '15

Email: bhasbrouck80@wesleyan.edu

September 28, 2015

Town Of Arlington Board Of Selectmen  
Town Hall  
Arlington, MA 02476

RE: My recent Cemetery Commission appointment regarding DISC 19 submission

To the Board,

Thank you for appointing me to serve on the Cemetery Commission. I look forward to serving the town on this project, and hope to make a good contribution.

Pauline Nguyen, assistant general counsel at the State Ethics Commission, has recommended that I submit a DISC19 declaration to you, since I abut the cemetery and should disclose conflicts of interest that might arise from my work on the cemetery.

Attached is the disclosure. Until I receive a written determination from you about how I might proceed, I will attend Cemetery Commission meetings but not deliberate or vote on the particular matters I describe. I seek a general waiver. Please contact me if you need further information. I can appear before the selectman in order to discuss this, if you like.

Sincerely,



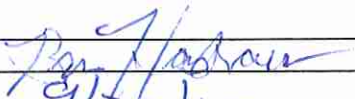
Brian Hasbrouck

attachment: DISC 19 form

CC (via email): Adam Chapdelaine. Town Manager

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST  
AND DETERMINATION BY APPOINTING AUTHORITY  
AS REQUIRED BY G. L. c. 268A, § 19**

|   |  |
|---|--|
|   | <b>MUNICIPAL EMPLOYEE INFORMATION</b>  |
| Name:   | Brian Hasbrouck  |
| Title or Position:  | Cemetery Commissioner  |
| Municipal Agency:   | The Town of Arlington  |
| Agency Address:   |  |
| Office Phone:   | 781.643.8047   |
| Office E-mail:  | bhasbrouck80@wesleyan.edu  |
|   | My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.  |
|   | <b>PARTICULAR MATTER</b>   |
| Particular matter<br><br>E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding. | Please describe the particular matter.<br><br>The value of my house at 46 Sherborn St. may be impacted by duties of and routine management by the Commission that concern the adjacent area known as the old section and bounded by Medford Street, Center Ave., Mystic Ave, and Oak Ave. Particular duties and management include selling deeds, overseeing trust funds, managing and creating lots and plots, creating, implementing and interpreting rules and regulations, including the specifications for the appearance of markers and graves, the schedule and conduct of funerals and events, and specifying development projects, In particular the administration of grounds maintenance and landscaping policy, including oversight of contractors and town staff in its implementation. |
| Your required participation in the particular matter:<br><br>E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.   | Please describe the task you are required to perform with respect to the particular matter.<br><br>I may be required to research, deliberate, and vote upon these particular matters.  |
|   | <b>FINANCIAL INTEREST IN THE PARTICULAR MATTER</b>   |
| Write an X by all that apply.   | <input checked="" type="checkbox"/> X I have a financial interest in the matter.<br><input type="checkbox"/> My immediate family member has a financial interest in the matter.<br><input type="checkbox"/> My business partner has a financial interest in the matter.  |

|                                  |  |
|----------------------------------|--|
|                                  | <p>___ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.</p> <p>___ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</p>                            |
| Financial interest in the matter | <p>Please explain the financial interest and include a dollar amount if you know it.</p> <p>My house at 46 Sherborn Street abuts the cemetery in the vicinity of the old section. There's not much development activity in the old section, and the value of my house already reflects the effect of proximity to it. Additional financial impacts are hypothetical and/or negligible.</p> |
| Employee signature:              |   |
| Date:                            | 8/28/15  |

#### DETERMINATION BY APPOINTING OFFICIAL

|  |   |
|--|---|
|  | <b>APPOINTING AUTHORITY INFORMATION</b>   |
| Name of Appointing Authority:          |   |
| Title or Position:                     |   |
| Agency/Department:                     |   |
| Agency Address:                        |   |
| Office Phone:                          |   |
| Office E-mail                          |   |
|  | <b>DETERMINATION</b>  |
| Determination by appointing authority: | As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee. |
| Appointing Authority signature:        |   |
| Date:                                  |   |
| Comment:                               |   |

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination  
as a public record.



## Town of Arlington, Massachusetts

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**For Approval: Draft Correspondence to Mass. Housing re: Mugar 40B**

**Summary:**

Douglas W. Heim, Town Counsel

**ATTACHMENTS:**

| Type  | Description                         |
|---|-------------------------------------|
| <input type="checkbox"/> Reference Material | Draft Correspondence to Mr. Gleason |

## OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR  
DIANE M. MAHON, VICE CHAIR  
DANIEL J. DUNN  
STEVEN M. BYRNE  
JOSEPH A. CURRO, JR



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 5, 2015

Mr. Thomas Gleason  
Executive Director  
MassHousing  
One Beacon Street  
Boston, MA 02108

### **Re: “Thorndike Place,” Arlington, MA**

Dear Mr. Gleason,

The Board of Selectmen (“Board”) of the Town of Arlington has reviewed SEB's recent, undated letter with supplemental filings to you regarding the application of Arlington Land Realty, LLC (“Applicant”) for a project eligibility letter for the proposed “Thorndike Place” development.

As you know, in a letter dated August 18, 2015, the Board commented on the defect-riddled original application, noting the Applicant’s omissions, lack of clarity, and failure to comply with your agency's requirements and criteria for site approval. As you will also recall, the Board identified the numerous grounds on which the application should substantively be denied, not least of which are: 1) the total unsuitability of this project for the site; 2) the project's inconsistency with Arlington's Comprehensive, Housing and Open Space plans; 3) the project's inconsistency with neighborhood character; 4) the project’s failure to meet any of MassHousing's “Smart Growth” criteria; 5) the destruction of protected wetlands entailed; and 6) the unsustainable traffic to be generated.

SEB has made perfunctory efforts to cure a few of the defects identified by the Board, which in some ways are appreciated. However, in others, the volume of new and additional information further underscores the problems inherent in the proposed project and the development team’s departure from MassHousing’s standards and processes. To such an end, SEB provided additional documents and information, although without explanation as to why an

experienced 40B development firm omitted them from the original application.<sup>1</sup> Nevertheless, as you will undoubtedly conclude, neither the submission of a few additional documents, nor SEB's flippant and patronizing response to this Board and the community's concerns, can alleviate the fundamental problem with this application: under no measurement or criteria MassHousing applies in the site eligibility process can the agency approve this project. We draw your attention to several of the most obvious reasons.

1. The Applicant has yet to provide a qualifying "NEF Letter of Interest" (or evidence of another eligible state or federal subsidy)

As we pointed out in our previous letter, the Applicant failed to include in its original application an NEF lender letter of interest (despite claiming to do so), submitting instead a letter from TD Bank stating explicitly that it is not an NEF member bank. The Applicant has since submitted a letter from a representative of Citizens Commercial Banking, but this letter *also* fails to meet the requirements of MassHousing's Application for Site Approval for NEF projects. While expressing confidence in Mr. Mugar's qualification to undertake the project and an interest in the project's future financing, this letter contains neither "confirmation that the Bank is a current FHLBB member bank" nor confirmation that the Bank "will specifically use NEF funds for the proposed development" - both of which are required under Section 5.1 of the Application.<sup>2</sup> As the Citizens letter does not satisfy the requirements for an NEF Lender Letter of Interest, we respectfully submit MassHousing *still* cannot find that the proposed project is "fundable under the applicable program." See Application and 760 CMR 56.04(4).

2. The Applicant has yet to provide evidence of Site Control

---

<sup>1</sup> For example, it should not have required the Board's attention to identify the absence of a NEF bank letter of interest in the original application. Likewise, it should not require the Board's prompting for the Applicant to file a Flood Insurance Rate Map; an Existing Conditions Plan stamped by a registered engineer; documents demonstrating site control; or an identification of 40B projects in which SEB has had an interest - all of which are application requirements, and some of which the Applicant has yet to provide. Particularly problematic to this Board is SEB's presumption that it need not identify 40B projects in which it has an interest because "SEB's extensive experience has been accepted by MassHousing in numerous prior applications." We have a right to expect that an Applicant and its consultants will provide a complete application without requiring the Town to bear the burden of pointing out structural and obvious flaws and omissions so that MassHousing may appropriately review the application. Failing and declining to have done so, and then implying that the Board is antagonizing the applicant for pointing out the obvious inadequacies of the application is unwarranted.

<sup>2</sup> Further, the letter's description of the project is inaccurate, stating that it consists of 219 apartment units contained in a four-story building. As SEB has clarified, the rental project consists of 207 units. The Citizens letter does not reference the 12 townhouse units that SEB asserts compose the other "component" of the project, the intended financing of which has not been clarified to this Board to date.

We again note that both the original application and the supplemental filings to date submitted no evidence (e.g., deed, option agreement, purchase and sale agreement) demonstrating that the Applicant, Arlington Land Realty, LLC controls the project site. SEB states that the evidence originally submitted was “admittedly confusing” and that it “will be clarified under a separate submission.” No clarification is needed. Rather, what is needed is an instrument demonstrating the Applicant's site control in a timely manner. The Applicant's presumption that site control - a fundamental component of project eligibility - need not be proven until some deferred and unspecified time of the Applicant's choosing does not meet MassHousing's standards or its process.

It is our understanding that site control evidence was submitted or is forthcoming to MassHousing, though it may or may not yet be adequate. While we are confident MassHousing will appropriately scrutinize such submitted evidence when received, the Applicant's failure to do so to date will likely deprive this Board and the community at-large the opportunity for meaningful review of a major component of the application before an eligibility determination is ripe. As a licensing authority ourselves, we are particularly appreciative that MassHousing has done its best to engender a spirit of cooperation throughout its process, as well as the courtesies that both it and the Applicants have extended in allowing for an extension of time for our review of the original application and public meeting. However, to the extent this process has now taken on a “back and forth” manner, such a problem is squarely rooted in the Applicant's failure to have all of the documentation and information it *must* provide you, and *should* provide the community to examine the project's merits. Neither this Board, nor MassHousing are required to take this Applicant on faith that they will do what is required at some point in the future. The continued request that MassHousing and Arlington do so does not bode well for the future of this project if site approval were to be granted.

3. The Applicant has yet to clarify the status of the “Twelve Townhomes for Sale”

We further note that SEB has failed to clarify the status of the “Twelve Townhomes for Sale” scribbled in as an addendum to the project application. As we discussed in our August 18, 2015 letter, the original application did not explain how the separate budget for the twelve ownership units related to the budget for the rental project; in fact, it was not clear that the twelve townhouses are part of the 40B project.

SEB's recent letter states that “[t]he 12 unit townhouse plan is definitely part of the 40B application as the land area for these units has been shown as inside the 40B site.” See SEB letter at unnumbered page 6. Presumably, this means that because these units are depicted on the plans, they comprise some portion of the 40B project proposed. Yet while SEB has provided revised calculations for the 207-unit rental project application, it has provided no revised or additional information regarding the twelve-unit ownership project application, nor has SEB provided adequate support for a separate and potentially duplicative budget, other than to state that “the economic calculations are very different.” The Board expects MassHousing to delve further into the Applicant's proposal for the twelve ownership townhouses, including clarification of the subsidy sought and an examination of the additional costs alleged.

4. The Project remains ill suited for the site proposed: Wetlands and Flood Zone

We again note that the proposed project site is comprised largely of unbuildable wetlands and is located in a Flood Hazard Zone, precluding a finding that “the conceptual project design is generally appropriate for the site on which it is located.” 760 CMR 56.04(4)(c). Eleven and a half acres of the 17.7 acres are state jurisdictional wetlands, and additional acreage is protected under Arlington’s Wetlands Bylaw and Zoning Bylaw. The question is not, as SEB suggests, whether these local regulations *can* be waived so that the project may be constructed as proposed. See SEB letter at (unnumbered) page 3. The Board is well aware that “the mission inherent in the 40B legislation” can and has been used across the Commonwealth to bypass local regulations oriented towards conservation of natural resources protected under zoning and other local regulations. Rather, the question is whether MassHousing can find that this project design - which will cover virtually all-available upland with impervious surface; fill jurisdictional wetlands; and construct portions of buildings in resource areas and buffer zones - is “generally appropriate for the site.”

A further question is how MassHousing could possibly be in a position to evaluate site eligibility, where the Applicant provides no information on the site’s Inland Wetland District resource - in which new habitable structures and earthwork are prohibited - or the negative impacts of this project on this wetland resource. The Board again notes the Applicant’s presumption that Arlington’s Zoning and Wetlands Bylaws, as well as the resources protected under them, are irrelevant under G.L. c. 40B. We know that your agency does not share this presumption, and that you will require the Applicant to provide information on project impacts on all wetland resources on the site prior to rendering a decision on site eligibility. Following review of such information, we are confident you will conclude that a site that is predominantly wetlands and located in a Flood Zone is not appropriate for the intensive development proposed. We refer you to pages 6-8 of our August 18, 2015 letter for further discussion of these issues.<sup>3</sup>

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<sup>3</sup> It bears emphasizing that SEBs discussion of negotiations between the Town and the Mugar family regarding development of the parcel (see unnumbered page 4 of SEB letter) is both mistaken in part, and when viewed appropriately, further supportive of this Board’s position on project and development in Arlington in general. Foremost, there were at different points in time, differing negotiations to purchase portions of the property at issue, one of which is represented by the MOU provided by SEB, obviously neither finalized nor executed. In the most relevant negotiations to that MOU, the Town hoped to protect 13 acres of land, some of which the current project would develop. Meanwhile, the Mugar family contemplated (though the MOU did not allow) a 34-unit townhouse project, which it was not then zoned for, and which would have remained subject to local regulations and permitting. Hence, it is simply wrong to say that such proposal would have covered “roughly” the same area of the site as the present 40B Application. It would have protected nearly half of the area at issue, and potentially yielded a development producing less than *one-fifth the number of units, parking spaces, and impervious surface area proposed here*. Thus, if anything, the MOU demonstrates exactly what the history presented to you by this Board originally suggested – that the Town and Mugar family

5. The Project remains ill suited to the site proposed: Inconsistency with Arlington's Comprehensive Plan, Housing Plan, and Open Space Plan

SEB is openly dismissive of the Town's Comprehensive Plan, Housing Plan, and Open Space Plan - not surprisingly, where the proposed project is contrary to all three planning documents. We refer MassHousing to pages 8-10 of our letter dated August 18, 2015 for discussion of these points

For its part, SEB does not "consider [the Comprehensive Plan] a document which should override the need in Arlington, or the region. . . for affordable housing" because it is not a Housing Plan; believes the Town's Housing Plan can be ignored because it does not contain a DHCD-approved Housing Production Plan; and further, believes that the Town's Open Space Plan should be disregarded because the Applicant's proposal - which will fill state jurisdictional wetlands and destroy locally-protected wetlands - "is a better solution than exists currently." See SEB's recent letter at (unnumbered) page 4.

If SEB's critique of Arlington's planning documents were nuanced or informed, then there might some benefit to debating points raised. But as the above indicates, it is neither, and there is no benefit to such debate. Instead, the Board reiterates the following significant points establishing the inconsistency of this project with Town planning:

- the proposed site is not located within or near an existing area of concentrated development, nor is it within or near any area designated in the Town's Comprehensive Plan as appropriate for future concentrated development;
- the site's location at a significant distance from commercial activity is contrary to numerous goals in the Comprehensive Plan, including the promotion of concentrated development; the reuse and revitalization of existing buildings; the creation of transit-oriented development; and the promotion of walkable development;<sup>4</sup>
- the proposed project does not meet any goals or strategies in the Town's Housing Plan for the development of affordable housing for particular populations whose needs have been documented in a housing study; and
- The project site has been identified for decades by the Town and the Commonwealth as a priority parcel for acquisition due to its unusually high value as an environmental resource. Arlington is substantially built out and has limited opportunities to preserve open spaces - a value recognized expressly in G.L. c. 40B, s. 20.

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historically tried to work together to strike an appropriate balance at this site, but that it has long recognized the dangers of overdevelopment of this fragile locus and abutting resources.

<sup>4</sup> Contrary to SEB's suggestion at (unnumbered) page 5, this project is not "smart growth and a walkable site." The Project scores 0 (zero) on MassHousing's Smart Growth Criteria Scorecard. See the Board's August 18, 2015 letter at pp. 11-12.

Based on the above, as well as the fuller discussion in our August 18, 2015 letter, we respectfully submit that MassHousing cannot find that “the conceptual project design is generally appropriate for the site on which it is located.” See 760 CMR 56.04(4)(c).

6. The Project remains out of character with the neighborhood

As discussed in our August 18, 2015 letter, the proposed project introduces into the existing single and two-family house neighborhood massive, wall-like buildings, stretching across the width of the property to a height of fifty-three (53) feet, and walling off the wetlands area behind the project. The massing, scale and height of these buildings are wholly out of character with the adjacent homes and streetscape, as is the density of project at 43.8 units per acre. SEB’s suggestion that a row of twelve townhouses in front of the five-story buildings will create a “visual and physical buffer” for existing houses uses” is not reassuring. Its suggestion that the project impacts can be mitigated is entirely unsupported by evidence.

Hence, given that the character and fabric of existing neighborhoods must be respected by these projects, (see 760 CMR 56.04(4)(c)(citing factors of “conceptual site plan and building massing, topography, environmental resources, and integration into existing development patterns”), we respectfully contend that the supplemental filings and response have not, and cannot cure this application of such defects.

7. Traffic concerns are not put to rest by selective quotation from the Applicant's consultant

As we noted in our August 18, 2015 letter, the project site is constrained by Route 2 along one side and Town-owned land along part of another. All ingress and egress from the project site will be to the local road that currently serves the surrounding single-family neighborhood. This road does not have the capacity - nor can it be improved to have the capacity - for the hundreds of car trips to be generated daily by this project.

The “[p]lanned intersection improvements” at Route 2/Route 16 and Massachusetts Avenue/Lake Street optimistically referenced by the Applicant's traffic consultant cannot and will not improve the capacity of the *neighborhood* road network into which all project trips will be discharged. As MassHousing should have observed in its site investigation, this *neighborhood* road network is constrained by lack of space for expansion or improvement.

We further note the assertions by SEB and the Applicant's traffic consultant that the project will generate only “modest” traffic increases due to resident use of the Minuteman Bike Path and the Alewife MBTA Station for commuting. This is fantasy. The proposed development is car-oriented on its face providing 1.4 parking spaces per unit in an area that cannot absorb any exacerbation of traffic conditions.

Based on the above, as well as the more extensive comments in our August 18, 2015 letter, we respectfully expect MassHousing to deny the application for a project eligibility letter. SEB’s recent attempt to shore up the application has cured some, though not all of its obvious defects; for example, a valid NEF letter and evidence of site control are still lacking. But the

submission of required documents and accurate information cannot cure the fundamental problem with this application: the proposals fails every measurement or criteria referenced in MassHousing's site eligibility process, and no project eligibility letter should issue.

Should a project eligibility letter be issued, we ask that MassHousing impose the following conditions, at a minimum:

1. The Applicant must provide evidence that it has site control;
2. The Applicant must provide a NEF member bank letter providing the required confirmations;
3. The Applicant must provide supporting documentation for its development budget for both the 12-unit townhouse project and the 207-unit rental project;
4. The Applicant must provide evidence that the land values asserted in both the 12-unit townhouse pro forma and the 207-unit rental pro forma comply with MassHousing's Land Acquisition Value Policy,
5. The Applicant must provide clarification regarding the status of the 12-unit townhouse project and explanation of duplicative costs claimed;
6. The Applicant must submit a revised project application consistent with Arlington's Comprehensive Plan and Housing Plan;
7. The Applicant must submit a revised project application with a proposed density, scale, massing and height consistent with the context of the project site;
8. The Applicant must submit a revised project application that both indicates the boundaries of the Inland Wetland Resource and demonstrates that the project can be constructed consistent with the Arlington Wetlands Bylaw and Zoning Bylaw;
9. The Applicant must submit a revised project application that is consistent with MassHousing's "Smart Growth Criteria";
10. The Applicant must submit a revised project application demonstrating a project whose trip generation and traffic impacts will not negatively impact the surrounding neighborhood road network;

Further, the Applicant should be informed that the Town of Arlington will not grant wholesale waivers from local regulations designed to protect wetland resources or those designed to protect public health and safety.

### Conclusion

The Board has taken seriously its responsibility in the G.L. c. 40B process and knows MassHousing takes its responsibility equally seriously. The Board is not reassured by SEB's evident presumption that the agency will be infinitely indulgent with respect to the timing and contents of required submissions. We await your deflation of that presumption, as well as your rejection of this project application.

Please let us know if you have any questions or if you would like any additional support for our comments above.

Very truly yours,

Kevin F. Greeley, Chair  
BOARD OF SELECTMEN

cc: Sen. Kenneth J. Donnelly  
Rep. Sean Garballey  
Rep. David M. Rogers



## Town of Arlington, Massachusetts

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### Mary Street Rush Hour Traffic Issues

#### Summary:

Sarah Harris, 83 Mary Street

#### ATTACHMENTS:

| Type  | Description                   |
|---|-------------------------------|
| <input type="checkbox"/> Reference Material | Correspondence from S. Harris |

RECEIVED  
SELECTMEN'S OFFICE  
SEP 31 4 05 PM '15

RECEIVED  
SELECTMEN'S OFFICE  
HARRIS 1 4 14 PM '15

Sarah Harris  
83 Mary St.  
Arlington MA 02474  
October 1, 2015

781-648-3299

Dear Selectmen,

I would like to bring the rush hour traffic issues on Mary St. to your attention, with the hope that a traffic study will be deemed an appropriate first step in addressing them. Some of my ideas of how to alleviate the issues are included. Please note that I realize the speed limit is 30 mph. When I mention this to my equally concerned neighbors, they are astounded because this is the speed limit is the same on Lake St. Though I have not acquired a formal petition from my neighbors, please trust me when I say they are in agreement with me that the speed limit should be reduced.

#### ISSUES

- Safety of the residents of my neighborhood and commuters, alike
- Increased number of commuters using Mary St. as a cut through to jump ahead of the numerous cars on Lake St. during the morning and evening rush hours over the past 18 years I have resided on Mary St.
- Congestion appears to be multi-factorial: a) Apparent overall increase in the number of cars in general; b) Pedestrians & cyclists bolting across the crosswalk at the Minuteman Bike Path, even when the light at Lake & Brooks is green
- Commuters either cut through Kelwyn Manor and come back down Lake St. to take a left on Wilson, or simply take the illegal right on Wilson or Littlejohn to circumvent the traffic
- Numerous athletic events at Thorndike Field (a good thing, really). Parents travel down Mary St. at speeds that are unsafe in order to get their children to games.
- Motorists inconsistently heed the STOP sign at Littlejohn and Mary St., and then proceed down Mary St. at what seems to be too fast for this congested, thickly settled neighborhood with many *pedestrians, cyclists, and children*.
- Lack of traffic calming measures other than a solitary **STOP** sign at Mary and Littlejohn, permitting motorists to gather speed as they proceed to Margaret St.
- Snow reduces the width of Mary St., but the traffic persists, making it a challenge to drive from the end of Mary St. near Margaret towards Littlejohn.

#### Proposed Solutions

- Posted 20 mph speed limit in our neighborhood

- 4-way STOP at Mary and Littlejohn

Harris 2

- **"SLOW"** painted at appropriate locations on Mary St.
- Raised tables at a) Mary & Homestead &, b) Mary & Burch
- A light at the bike path that is synchronized with the light at Lake & Brooks to improve the flow of traffic on Lake St. This works well in Lexington – why not in Arlington?

Thank you very much for your thoughtful consideration of these issues. Your work to improve Arlington is appreciated!

Sincerely,

Sarah Harris



## **Town of Arlington, Massachusetts**

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**NEW BUSINESS**



## **Town of Arlington, Massachusetts**

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**EXECUTIVE SESSION**



## **Town of Arlington, Massachusetts**

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**Next Scheduled Meeting of BoS October 19, 2015**